

CHICAGO TRACON
Operating Procedures Order
C90 7110.65K



August 1, 2017

Distribution: C90

Initiated By: C90 PPS

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CHANGE

**U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION**

Chicago TRACON Operating Procedures

**C90
N7110.65K
CHG 1**

Effective Date:
November 23, 2017

SUBJ: C90 Air Traffic Control

1. **Purpose of This Change.** This change transmits revised pages to Chicago TRACON C90 N7110.65K, Operating Procedures Order, and the Briefing Guide.
2. **Audience.** This Notice is distributed to all C90 offices and personnel
3. **Where Can I Find This Order?** The Shared drive at C90, Facility Directive Binders, National Facility Directives Repository.
4. **Effective Date.** November 23, 2017
5. **Who this Change affects.** This change applies to all Chicago TRACON personnel responsible for providing air traffic services.
6. **Disposition of Transmittal.** Retain this transmittal until superseded by a new basic order.
7. **Explanation of Changes.** See the Explanation of Changes attachment which contains editorial corrections and changes submitted through normal procedures. The Briefing Guide lists only new or modified material.
8. **Page Control Chart.** See the page control chart attachment.


Kathleen Asselborn
Air Traffic Manager
Chicago TRACON

Explanation of Changes C90 7110.65K, Change 1

a. Chapter 2 Operational Equipment, 10. STARS Procedures, l. and m.

This change clarifies use of STARS scratchpad entries for Practice Approaches and updates Table 2-2 to include “VO” for VOR.

b. Chapter 3 Positions of Operation, 5. Currency and Familiarization Requirements, a. and b.

This change incorporates requirements recently added in FAAO 7210.3 regarding Pre-Duty Weather Briefing.

c. Chapter 3 Positions of Operation, 1. General

Position name changes: console 60 is now “H Final”; console 70 is now “Parallel Monitor H”

d. Chapter 3 Positions of Operation, 7. Currency Tracking

This change revises and clarifies responsibilities for tracking familiarization and currency tracking.

e. Chapter 3 Positions of Operation, 8. STARS Sign On/Off, Figure 3-4 TRACON Layout
– updated graphic.

f. Chapter 4 Watch Supervision, l. Operations Manager

This change identifies the Operations Manager as the central source responsible for ensuring solicitation and handling of weather (in accordance with FAAO 7210.3, 10–3–1. DISSEMINATION OF WEATHER INFORMATION and FAAO 7110.65X, 2-6-2. PIREP SOLICITATION AND DISSEMINATION).

g. Chapter 5 General Procedures, 1. Prepare Equipment

Position name change: “FUTURE QUAD FINAL” is now “H FINAL”

h. Chapter 5 General Procedures, 4. Minimum Vectoring Altitude Charts

Figure 5-1 C90 3NM MVA Chart and Figure 5-2 C90 5NM MVA Chart updated with maps produced by biennial requirement. (The 3nm chart was unchanged; the 2300’ area of the 5nm map had a minor change to the 2300’ area).

i. Chapter 6 O’Hare Arrivals, 1. O’Hare Approach Control

This change clarifies CPC responsibilities in applying speed control and when conducting Dual Simultaneous, Triple Simultaneous and Visual Approach Procedures.

j. Appendix A Glossary

Figure A-1 Common/Uncommon Boundary – updated graphic.

k. Entire Publication

Additional editorial/format changes were made where necessary. Revision bars were not used because of the insignificant nature of these changes.

PAGE CHANGE CONTROL CHART

Remove Pages	Dated	Insert Pages	Dated
2-7 through 2-14	8/1/17	2-7 and 2-14	11/23/17
3-1 and 3-2	8/1/17	3-1 and 3-2	11/23/17
3-7 through 3-10	8/1/17	3-7 through 3-10	11/23/17
4-3 through 4-10	8/1/17	4-3 through 4-10	11/23/17
5-1 and 5-2	8/1/17	5-1 and 5-2	11/23/17
5-5 and 5-6	8/1/17	5-5 and 5-6	11/23/17
6-1 through 6-6	8/1/17	6-1 through 6-6	11/23/17
A-1 and A-2	8/1/17	A-1 and A-2	11/23/17

Briefing Guide

C90 7110.65K, Change 1

Chapter 2 Operational Equipment

10. STARS Procedures

Old: 1. ~~The 2nd scratchpad must be used for non-verbal coordination of approach type, when required. (STARS ENTRY example; “+ILS”, “+PRM”). The entries in Table 2-2 will default the underlined text to the 2nd Scratch Pad.~~

New: 1. The 2nd Scratchpad must be used when entering approach types. The following entries will default the underlined text to the 2nd Scratchpad:

Table 2-2: STARS 2nd Scratchpad (Scratchpad #2) entries

“ <u>VA</u> ” for visual approach	“IL” for <u>ILS</u>	“RN” for <u>RNV</u>	“RX” for <u>RNX</u>
“ <u>VS</u> ” for arrival on VA following another arrival	“PR” for <u>PRM</u>	“RP” for <u>RNP</u>	“RY” for <u>RNY</u>
“RV” for <u>RVA</u>	“VO” for <u>VOR</u>		“RZ” for <u>RNZ</u>

m. When conducting practice approaches, the 2nd scratchpad entries must be used to indicate the type of approach being flown.

Note: In the case of VFR practice approaches, data in 2nd scratchpad provides the dual function of ensuring traffic count data is accurately recorded.

Chapter 3 Positions of Operation

1. General

Edit: Table 3-1 Position Identifiers name changes: console 60 is now “H Final”; console 70 is now “Parallel Monitor H”

5. Currency and Familiarization Requirements.

Edit: Existing body of paragraph 5. becomes sub point **5. a.**

- a. In accordance with FAAO 7210.3, Chapter 2, Section 3, Air Traffic Managers, Assistant Managers, Operations Support Managers, Support Specialists, Front Line Managers, CPCs, Developmentals, Traffic Management Supervisors and Specialists, and Air Traffic Assistants are required to maintain currency or familiarization in order to perform their duties in an efficient manner.

Add b. and (1), (2)

b. Pre Duty Weather Briefing

- (1). All operational personnel, prior to working their first control position of their duty day, must view and listen to the recorded Center Weather Service Unit (CWSU) briefing, when available.
- (2). Viewing this briefing does not eliminate the responsibility to get a complete position relief briefing (including weather) when assuming a control position.

7. Currency Tracking

Old: ~~a. Tracking of currency for Certified Professional Controllers (CPC), Developmentals (Dev), Front Line Managers (FLM), Traffic Management Supervisors and Specialists (TMC) and Air Traffic Assistants (ATA) shall be handled as follows:~~

- ~~(1). The Training Office shall provide an electronic list of all personnel and positions on which certified to the Operational Manager (OM) / Front Line Manager In Charge (FLM-IC) by the first administrative day of each month. It shall be located in a directory titled Currency and available at the kiosk computers.~~
- ~~(2). The Quality Control (QC) office shall provide an electronic currency report from Business Objects to the Currency directory every 2nd, 3rd, and 4th Friday of the month.~~
- ~~(3). The FLMs shall review the currency report as needed to ensure personnel are assigned to positions in order to obtain fulfillment of currency requirement.~~
- ~~(4). The OM/FLM IC shall ensure that all FLMs, CPCs, TMCs, Devs, and ATAs are current by close of business on the 4th Friday of each month.~~
- ~~(5). The QC office will check Business Objects the Monday following the 4th Friday of each month and report to the OM/FLM IC those employees not meeting the currency requirement, and send a written memo or email to the Air Traffic Manager, OMs and FLMs.~~
- ~~(6). The OMs/FLMs shall ensure employees not current at the beginning of a month are re-certified as required.~~

~~b. The Quality Control (QC) office shall retain the final month's currency report from Business Objects along with the report from training showing positions and certifications as required.~~

New: Tracking of currency for Certified Professional Controllers (CPC), Developmentals (Dev), Front Line Managers (FLM), Traffic Management Supervisors and Specialists (TMC) and Air Traffic Assistants (ATA) shall be handled as follows:

- a.** Employees subject to familiarization/currency requirements have a personal responsibility for adhering to the requirements of the position to which they are assigned, as specified in the FAA Order 7210.3, Facility Operation and Administration

for specific currency requirements. Each employee will work in conjunction with their supervisors to ensure they adhere to the requirements of this order.

b. Currency is automatically tracked via the Operational Currency Dashboard which is found on the CEDAR Homepage. This is the only approved method for checking and verifying currency.

c. At least once prior to the 14th day of the month, and at least once per day for the last 7 days of each month, an OM will review the Operational Currency Dashboard and develop a report, detailing which employees have not yet met their currency requirements. This report will be used by the FLM/CIC assigned to Break Rotation for appropriate assignments.

d. The OM's will ensure personnel who do not meet currency requirements in a calendar month do not work an operational/control position prior to recertification in accordance with FAA Order JO 3120.4, Air Traffic Technical Training.

e. The Quality Control (QC) office will provide a currency report from Currency Dashboard to the ATM the first administrative day of the month.

Chapter 4 Watch Supervision

1. Operations Manager

Old: **q.** ~~Ensure FLMs are aware when changing weather requires solicitation for PIREPS as required by FAAO 7110.65.~~

New: **q.** Is the **central source** responsible for ensuring:

- (1). Solicitation and handling of PIREPs in accordance with FAAO 7110.65, Paragraph 2-6-2; and,
- (2). SIGMETs, AIRMETs, and CWAs are reviewed to determine required distribution and dissemination of selective information in accordance with FAA JO 7110.65, Paragraph 2-6-6.

Chapter 5 General Procedures, 1. Prepare Equipment

Edit: Table 5-1 Chicago TRACON Primary Frequencies: change Future Quad Final to H Final

Chapter 6 O'Hare Arrivals

1. O'Hare Approach Control

b. Position Description.

- (3). Final(s) must:

Old: **(h)** ~~When conducting approaches to parallel runways, the assigned speed for downwind to base turns shall be no greater than 210kts.~~

New: **(h)** When conducting approaches to parallel runways, assign a speed of 210kts or less, prior to, or with, downwind to base turn.

NOTE: Controllers should exercise good judgement in considering effects of wind.

Add: (j) Aircraft intercepting their final approach course inside their (Instrument or Visual) Capture Point must:

1. be coordinated with all Final Controllers.
2. provide a minimum of 1,000 feet vertical or 3 miles radar separation from the parallel traffic until established on final approach course. Visual separation or Visual Approach Clearance does not relieve controllers from this restriction.
3. not be a consistent or repetitive operation.

2. Dual Simultaneous Approaches (Includes Independent, Dependent and Widely Spaced Operations).

Del: **d. Independent Approaches:**

- ~~(1). Aircraft must be instructed to contact the appropriate local control frequency prior to the Capture Points but no further out than 25 NM final.~~
- ~~(2). Final Controllers may vector aircraft inside the Capture Point only after coordination with other Final controllers.~~

New: **d. Independent Approaches:** Aircraft must be instructed to contact the appropriate local control frequency prior to the Capture Points but no further out than 25 NM final.

Del: **e. Dependent and Widely Spaced Approaches:**

- ~~(1). Low Runway Final Controllers may vector aircraft inside the Capture Point when applying visual separation or approved separation between aircraft on parallel final approach courses.~~
- ~~(2). High Runway Final Controllers normally set the spacing interval and may vector aircraft inside the Capture Point only after coordination with other Final controllers.~~

New: **e. Dependent and Widely Spaced Approaches:** High Runway Final Controllers normally set the spacing interval.

3. Triple Simultaneous Approaches

Edit: **b. Final controller must should** display the Capture Point map or Capture Bar map.

Del: **e. Final Controllers may vector aircraft inside their Capture Point after coordination with all Final controllers when applying visual separation or approved separation between aircraft on parallel final approach courses. Final controllers are responsible for separation until the aircraft is established on their final approach course and on the local control frequency.**

4. Visual Approach Procedures

Edit: a. Final Controller ~~must~~ **should** display the visual capture bar map.

Insert: b. When conducting Visual Approaches to 10R, aircraft must be advised to expect to fly the ILS/RNAV Y 10R FAC. This may be accomplished via the ATIS. Controllers must use the ILS/RNAV Y 10R approach fixes to ensure the crossing, speed and communication transfer fixes are consistent between ATC and pilots.

Pen and ink: adjust remaining points to **4.c** through **4. e.** to accommodate insertion of new **4.b.**

c. Dual Runway Procedures:

The controller vectoring to the low runway is responsible for separation from parallel runway traffic.

Traffic must be established on final, at the Turn-On Altitude, prior to the Capture Points defined in Table 6-4.

Edit: d. Triple Runway Procedures

(1). Traffic vectored to the **High** runway ~~should normally intercept the FAC at or above 7,000 feet or at an altitude 1000 feet or more above parallel traffic and~~ may be issued an instrument or visual approach. Aircraft cleared for a visual approach must be instructed to fly the localizer.

Edit: e. ORD Runway 10R Visual Approach Waiver:

(1). Authorizes C90 TRACON personnel to apply the provisions of FAA Order JO 7110.65, Paragraph 7-4-4c3, "Approaches to Multiple Runways", contained in Appendix B, and should only be used in non-standard situations.

(2). Aircraft must be instructed by C90 to intercept a Runway 10R "Y" (Instrument Landing System [ILS] Localizer [LOC] or Area Navigation [RNAV] Global Positioning Satellite [GPS] FAC, no later than the FAF, when applying the provisions

OPERATING PROCEDURES ORDER
C90 7110.65K
EXPLANATION OF CHANGES
(Page references are to the C90 7110.65K)

Chapter 1 General

Page

- 1-1** **4. Cancels** C90 Order C907110.65J dated 04/09/2016. Applicable notices remain in effect. **Cancels** C90 Notice N7110.447. N7110.448 and N7110.449
- 1-1** **5. Added** See the Explanation of Changes attachment which has editorial corrections and changes submitted through normal procedures.
Removed This revision supports the commissioning of STARS software.

Chapter 2 Operational Equipment

Page

- 2-4** **Removed** c. table: Video maps
- 2-7** **Removed** Table 2-3 Hospital Locator Identifiers
- 2-10** **18. Removed** Configuration “6” entries
- 2-10** **18. b. Removed** This entry will move tab lists to the midnight position as follows:
- 2-10** **18. b. Added** F16 SC, F16 DC, F16 AC
- 2-10** **18. b. Removed** Table: F16 S6 /South Satellite will be at position “2F”, F16 D6/ Departures will be at position “2G” and F16 A6/ Arrivals will be at position at “2H”

Chapter 3 Positions of Operation

Page

- 3-5** **3.w. Added** As directed by the OM/FLM-IC, enter local PIREPs into the AIS-R system and the IDS4.

Chapter 4 Watch Supervision

Page

- 4-3** **2. Added Controller in Charge** to heading
- 4-3** **2.b. Added** General CIC function description
- 4-4** **3 Added Controller in Charge** to heading
- 4-4** **3.c. Added** ZAU
- 4-4** **3 d. Removed** Monitor usage of the North Satellite Light
- 4-4** **3.f. Removed** Ensure compliance to ZAU reference in trail restrictions/altitudes
- 4-5** **3.o. Added** ORD Missed Approaches:
Removed Coordinate with ORD Tower headings and altitudes of Missed Approaches
- 4-5** **3 o (a) Added** Coordinate with ORD Tower assigned heading /altitude and initiate automated hand off to the receiving Departure sector.
- 4-5** **3.o. (b) Added** Coordinate with departure controller receiving the Missed Approach.
- 4-5** **3.s. Removed** Accept radar handoffs from ORD ATCT on missed approach aircraft and advise appropriate departure position of aircraft’s intentions.
- 4-5** **4. Added Controller in Charge** to heading
- 4-6** **4. s. Removed** “and”, **Added** “Interval and speed”

- 4-6 **5. Added Controller in Charge** to heading
- 4-6 **5. b. Removed “and” , Replaced with “or”.**
- 4-8 **6. Added Controller in Charge** to heading
- 4-8, 9 **7. Removed Controller in Charge** – entire section rolled up into FLM duties

Chapter 5 General Procedures

Page

- 5-2 **d (3) Removed** Combine all positions on the specific line to one position, one symbol and one frequency before handing off to the mid line position.
- 5-3 **2. Updated** by adding acronym “P-ACP” to Prearranged Coordination header
- 5-4 **2.c. and d Added** stipulated requirements from the 7210.3, para. 3-6-4
- 5-5 **Updated** Figure 5-1 C90 3NM MVA Chart
- 5-6 **Updated** Figure 5-2 C90 5NM MVA Chart
- 5-7 **5. Fix Pronunciations Updated** removed PCASO; hyphenated added to existing entries

Chapter 6 O’Hare Arrivals

Page

- 6-2 **Updated** paragraph (3). (e) to incorporate C90 N7110.449 Visual Approach Procedures changes
- 6-2 **Updated** paragraph (3).(h). to incorporate C90 N7110.449 Visual Approach Procedures changes
- 6-2 **Updated** paragraph (3). (i) to incorporate C90 N7110.449 Visual Approach Procedures changes
- 6-3 **Updated** paragraph 2. a. to incorporate C90 N7110.449 Visual Approach Procedures changes
- 6-3 **Updated** paragraph 2. b. to incorporate C90 N7110.449 Visual Approach Procedures changes, i.e. replacing “high runway localizer” with “FAC”.
- 6-4 **Updated** paragraph 3. c. to incorporate C90 N7110.449 Visual Approach Procedures changes
- 6-5 **Updated** paragraph 4. a. and b. to incorporate C90 N7110.449 Visual Approach Procedures changes including adding Table 6-4
- 6-6 **Updated** paragraph 4.c. to incorporate and update C90 N7110.449 Visual Approach Procedures
- 6-6 **Added** Table 6-5
- 6-6 **Updated** paragraph 4. d.
- 6-8 **Updated** Figure 6-2 Feeder Controller Airspace.
- 6-9 **Added** 4R Only Configuration and Figure 6-3 4R Only
- 6-10 **Updated** Figure 6-4 4R/4L Traffic Patterns
- 6-11 **Updated** Figure 6-5 15 Traffic Pattern
- 6-12 **Updated** Figure 6-6 22R /22L Traffic Patterns
- 6-13 **Updated** Figure 6-7 West Flow Three Runway Center High Traffic Patterns
- 6-14 **Updated** Figure 6-8 West Flow Center High Specific Traffic Patterns
- 6-15 **Updated** Figure 6-9 West Flow Three Runway South High Traffic Patterns
- 6-16 **Updated** Figure 6-10 West Flow South High Specific Traffic Patterns
- 6-17 **Updated** Figure 6-11 West Flow Two Runway Traffic Patterns
- 6-18 **Updated** Figure 6-12 West Flow Two Runway Traffic Patterns
- 6-19 **Updated** Figure 6-13 East Flow Three Runway Center High Traffic Patterns

- 6-20 Updated** Figure 6-14 East Flow Center High Specific Traffic Patterns
- 6-21 Updated** Figure 6-15 East Flow Three Runway South High Traffic Patterns
- 6-22 Updated** Figure 6-16 East Flow South High Specific Traffic Patterns
- 6-23 Updated** Figure 6-17 East Flow Two Runway Traffic Patterns
- 6-24 Updated** Figure 6-18 East Flow Two Runway Specific Traffic Patterns

Chapter 7 Departure Control

Page

- 7-1 1. a. (7) Added** Coordinate ORD missed approaches with MAC.
- 7-2 1.d. (1) (a) Updated** Work ORD/NSAT east departures vectored north of the West Flow descent area.
- 7-2 1. d (1)(a) 2. Removed** Work departures filed over EBAKE, DUFEE and ELX and NSAT tower en- route departures to SBN.
- 7-2 1. d (1) (a) 3. Removed** Remain north of the CRIBB/SWEET boundary within ZAU east departure corridor.
- 7-2 1. d (1) (b) Added** LOOP Departure shall
- 7-2 1. d (1) (b) 1. Updated** Work the ORD/NSAT/SSAT east departures vectored south of the West Flow descent area. **Removed:** 1.Exception If ORD is routing ALL east departures north of the West Flow descent area, LOOP Departure shall be combined with East Departure.
- 7-2 1 d (1) (b) 2. Removed** Work departures filed over MOBLE, GIJ and LEWKE
- 7-2 1 d (1) (b) 2. Updated** Remain north of an east/west line through HOBEL (as per delegated airspace). **Removed** 3.south of the CRIBB/SWEET boundary, within the ZAU east departure corridor and shall remain
- 7-2 1 d (1) (c) 4. Loop** departure shall **Updated** hand off /point-out traffic to Sector 1 which will remain in the South Satellite East Departure corridor.
- 7-4 3 e. Added** The EAST/LOOP sector boundary is coincident with the CRIBB/SWEET boundary within ZAU east departure corridor.
- 7-4 Updated** Figure 7-1 Departure Delegated Airspace

Chapter 8 North Satellite

Page

- 8-1 2. c. (old). Removed** North Satellite shall ensure 1 ½ mile lateral separation, or vertical separation, form the O'Hare descent area in use.
- 8-1 2. c. (new) Updated** Traffic inbound to North Satellite from Sector 3 must be vectored outside the ORD 20NM range mark at 4000 or outside the Arrival Descent Area when O'Hare is on east Flow. Traffic entering Sector 3 from North Satellite must be vectored outside the ORD 15NM range mark at 3,000.
- 8-1 2. d. Updated** Traffic to North Satellite from Sector 1 / 4 must be vectored outside the ORD 15NM range mark at 3,000. Traffic to Sector 4 must be outside the ORD 20NM range mark at 4,000 or outside the West Flow descent Area when ORD is on West Flow.
- 8-1 2. e. Updated** When MDW is on RWY 22L Configuration: Traffic (including MDW) entering Sector 1 must be east of the ORD 35NM range mark at 4000.
- 8-1 2. f. Added** Departures:
- 8-1 2. f. 1) Added** NSAT should handoff aircraft filed via WEST, NORTH and EAST departures fixes to the Departure position on heading north of the EAST/WEST FLOW descent Area at 4,000.

- 8-1 2.f. 2) **Added** West Flow NSAT should handoff aircraft filed via MOBLE/GIJ;
- 8-1 2.f. 2) (a) **Added** To EAST Departure on heading north of the WEST FLOW descent Area at 4,000, OR,
- 8-1 2. f. (2) (b) **Added** To LOOP Departure after required point-outs on a south heading at 6,000.
- 8-2 2. f. (3) **Added** NSAT should handoff aircraft filed via SOUTH departure fixes;
- 8-2 2. f. (3) (a) **Added** To SOUTH Departure after required point-outs on a south heading at 6,000, OR,
- 8-2 2. f. (3) (b) **Added** To Sector 1 or Sector 3 as directed in 2d and 2e.
- 8-2 3 b **Updated** Advise the Departure FLM of Chicago Executive arrivals requesting to circle IFR.
- 8-2 3 b (1) **Removed** Advise Departure FLM.
- 8-2 3 b (2) **Removed** Coordinate with ORD ATCT per the ORD /C90 LOA.
- 8-3 Figure -8-1 **Updated Figure 8-1** North Satellite Airspace

Chapter 9 South Satellite

Page

- 9-2 1 c (1) **Updated** to reflect Separation from Obstruction and Vectors Below Minimum Altitude Waiver
- 9-2 1 c. (1) **Updated** Note to reflect Separation from Obstruction and Vectors Below Minimum Altitude Waiver
- 9-3 1 c. (3) (b) **Updated** When ORD PEKUE/IOW departures are routed north of the East Flow descent area, Sector 3 is delegated KANE airspace, 130 and below, and must work westbound traffic in accordance with the ZAU or RFD LOAs.
- 9-3 1 c. (4) (a) **Added** Northbound aircraft departing Midway airport into Sector 3 must be handed-off to:
- 9-3 1 c. (4) (a) 1. **Added** To North Departure after required point-outs on a north heading at 6000.
- 9-3 1 c. (4) (a) 2. **Added** North Satellite west of the ORD 20NM range mark at 4000 feet or west of the Arrival descent area when ORD is on East Flow.
- 9-3 1 c. (4) (b) **Updated** Northbound aircraft departing Midway airport into Sector 1/4 must be handed-off to:
- 9-3 1 c. (4) (b) 1. **Added** North Satellite east of the ORD 15NM range mark at 3,000 feet, or,
- 9-3 1 c. (4) (b) 2. **Added** To NORTH Departure after required point-outs on a northeast heading at 4,000.
- 9-3 1 c. (4) (b) 2. **Added** Reference: C90 SOP CH 10-7 Automated Point Out Procedures
- 9-3 1 c. (4) (b) 2. **Added** Reference: Glossary – “Shore at 4”
- 9-3 1 c. (4) (c) **Removed** with the approval of North Satellite this traffic may be climbed to 4000 feet and handed off to O’Hare North Departure east of the shoreline on a northeast heading or.
- 9-3 1 c. (4) (d) **Removed** With the approval of O’Hare Departure, northbound traffic may be climbed to 6000 feet. Request for higher should be made at that time.
- 9-3 2 **Removed** “Configuration #1”
- 9-3 2 a. (1) **Updated** Traffic entering Sector 2 airspace must be handed-off at 4,000/6,000.
- 9-3 2 a. (2) **Updated** Traffic entering Sector 4 airspace must be handed-off at 3,000/5,000.

- 9-4 2. b. (1) **Updated** Traffic entering Sector 1 airspace must be on a MDW STAR or on a heading at 3,000/5,000.
- 9-4 2. b. (2) **Updated** Traffic entering Sector 3 airspace must be at 4,000.
- 9-4 2. b. (3) **Updated** Traffic entering Sector 4 airspace must be at 3,000.
- 9-4 2. c. (1) **Updated** Traffic entering Sector 2 airspace must be at 3,000/5,000.
- 9-4 2. c. (2) **Updated** Traffic entering North Satellite airspace must be outside the ORD 20 NM range mark at 4,000 or outside the Arrival Descent Area when O'Hare is on East Flow.
- 9-4 2. d. (1) **Updated** Traffic landing MDW must enter Sector 1 beyond the 25NM range mark at 4,000 on a southwest heading.
- 9-4 2. d. (2) **Updated** Traffic entering Sector 2 must be at 4,000 on a west heading.
- 9-4 2. d. (3) **Updated** Traffic entering North Satellite airspace must be east of the ORD 15 NM range mark at 3,000.
- 9-4 3. Procedures Runway 4R **Removed** Configuration #2
- 9-4 3. a. (1) **Updated** Traffic entering Sector 2 must be at 4000 on a MDW STAR or on a heading.
- 9-4 3. a. (2) **Updated** Traffic entering Sector 4 must be at 3,000/5,000.
- 9-4 3. b. (1) **Updated** Traffic entering Sector 1 must be at 3,000/5,000.
- 9-4 3. b. (2) **Updated** Traffic entering Sector 3 must be at 4,000.
- 9-4 3. c. (1) **Updated** Traffic entering Sector 2 must be at 3,000/5,000.
- 9-4 3. c. (2) **Updated** Traffic entering North Satellite must be outside the ORD 20NM range mark at 4,000 and outside the East Flow descent Area when ORD is on East Flow.
- 9-5 3. d. (1) **Updated** Traffic entering Sector 1 must be at 4,000.
- 9-5 3. d. (2) **Removed** Aircraft departing Gary, Lansing, Griffith and Hobart airports may be handed-off to Sector 1 in the vicinity of the Chicago Heights VOR at 4,000 ft. on a west heading.
- 9-5 3. d. (3) **Removed** With prior approval from Sector 1, traffic landing at Midway may be handed-off to Sector 2 on a downwind leg for runway 4R at 4,000 ft.
- 9-5 3. d. (3)[renumbered] **Updated** Traffic entering North Satellite must be east of the ORD 15 NM range mark at 3000.
- 9-5 4. Procedures Runway 13C **Removed** Configuration #3, Runway 13C
- 9-5 4. a. (1) **Updated** Traffic entering Sector 2 must be at 4,000 on a MDW STAR or on a heading.
- 9-5 4. a. (2) **Removed** Traffic landing at Midway airport must be handed off south of HITOB at 4000.
- 9-5 4. a. (3) **Updated** Traffic entering Sector 4 must be at 3,000/5,000.
- 9-5 4. b. (1) **Updated** Traffic entering Sector 1 must be at 3,000/5,000.
- 9-5 4. b. (2) **Updated** Traffic entering Sector 3 must be at 4,000.
- 9-5 4. b. (3) **Updated** Traffic vectored for 13C approach must be at or below 2,500 prior to crossing the ORD 10 NM range mark. All traffic must be given right turn-ins.
- 9-5 4. b (5) **Removed** "of this Order"
- 9-5 4. c. (1) **Updated** Traffic entering Sector 2 must be at 3,000/5,000.

- 9-5 4. c. (2). **Updated** Traffic entering North Satellite must be outside the ORD 20NM range mark at 4000 or outside the Arrival descent Area when ORD is on East Flow.
- 9-5 4. d. (1). **Updated** Traffic entering Sector 1 must be at 4,000.
- 9-5 4. d. (2). **Removed** Traffic departing Gary, Lansing, Griffith and Hobart airports may be handed-off to Sector 1 in the vicinity of the Chicago Heights VOR at 4,000 ft. on a west heading.
- 9-5 4. d. (3). **Removed** With prior approval from Sector 1, traffic landing at Midway airport may be handed-off to Sector 2 at 4,000 ft. just south of Midway airport on a west heading.
- 9-5 4. d. (4). **Updated** Traffic entering North Satellite must be east of the ORD 15 NM range mark at 3,000.
- 9-5 4. d. (5). **Removed** Northbound aircraft departing Midway airport into Sector 4 should be handed-off to North Satellite east of the ORD 15 NM range mark at 3,000 ft.
- 9-5 4. d. (6). **Removed** With the approval of North Satellite this traffic may be climbed to 4,000 ft. and handed-off to O'Hare North Departure east of the shoreline on a northeast heading.
- 9-5 4. d. (2). **Added** Reference: Glossary- Shore at Four
- 9-5 5. Procedures –Runway 22L **Removed** Configuration #4
- 9-6 5. a. (1). **Updated** Traffic landing Midway entering Sector 4 must be on MDW STAR or on a heading at 4,000 Sector 1 releases control for turns.
- 9-6 5. a. (2) **Updated** Traffic landing Midway airport from North Satellite must be handed off to Sector 1 from NSAT east of the ORD 35NM at 4000 on a south heading.
- 9-6 5. a (3). **Updated** Traffic entering Sector 2 must be at 4,000/6,000.
- 9-6 5. a. (4). **Updated** Traffic entering North Satellite must be at 3,000.
- 9-6 5. b. (1). **Updated** Traffic entering Sector 4 must be on a MDW STAR (RWY 22L Transition) or on heading over MIING at 4,000.
- 9-6 5. b. (2). **Updated** Traffic entering Sector 3 must be at 4,000.
- 9-6 5. b. (3). **Updated** Traffic entering Sector 1 must be at 3,000/5,000.
- 9-6 5. c. (1). **Updated** Traffic entering Sector 2 must be at 3,000/5000.
- 9-6 5. c. (2). **Updated** Traffic entering North Satellite must be west of the ORD 20 NM range mark at 4,000 outside the Arrival descent Area when ORD is on East Flow.
- 9-8 **Updated** Figure 9-1 S.Sat Airspace ORD West Flow
- 9-8 **Updated** Figure 9-2 S.Sat Airspace ORD East Flow
- 9-9 **Updated** Figure 9-3 S.Sat Airspace ORD Rwy 4R/4L
- 9-9 **Updated** Figure 9-4 S.Sat Airspace ORD Rwy 4R Only
- 9-10 **Updated** Figure 9-5 S.Sat Airspace ORD Rwy 15 or 22R/22L
- 9-10 **Updated** Figure 9-6 S.Sat Airspace MDW 13C- ORD Rwy 15 or 22s
- 9-11 **Updated** Figure 9-7 S.Sat Airspace MDW 13C- ORD East Flow
- 9-11 **Updated** Figure 9-8 S.Sat Airspace MDW 13C ORD West Flow
- 9-12 **Updated** Figure 9-9 S.Sat Airspace MDW 31C
- 9-13 **Updated** Figure 9-10 S.Sat Airspace MDW13C
- 9-14 **Updated** Figure 9-11 S.Sat Airspace MDW 4R

- 9-15 Updated** Figure 9-12 S.Sat Airspace MDW 22L
- 9-16 Updated** Figure 9-13 S.Sat Sector 1 Airspace MDW 22L
- 9-16 Updated** Figure 9-14 S.Sat Sector 4 Airspace MDW 22L – ORD West Flow
- 9-17 Updated** Figure 9-15 S.Sat Sector 4 Airspace MDW 22L – ORD East Flow 15/22s/4s
- 9-17 Updated** Figure 9-16 S.Sat Sector 1 Airspace MDW 22L – ORD East Flow 15/22s/4s

Chapter 10 Special and Presidential Procedures

Page

- 10-6 c. (3). Removed** phrase “hand-off status to the “2O” position”.
Replaced with phrase “hold status.”
- 10-7 13.a.(1) Added** CIC
- 10-9 14.a. and a.1.(a). Added** Traffic Management Officer (TMO)

Chapter 11 Traffic Management Policies and Procedures

Page

- 11-3 1 c. (3).(k). Removed** Ensure the appropriate C90 Departure Controller is aware of heading and altitude of all missed approaches off ORD when advised by ORD Tower (unless the side line supervisor position is staffed) [re-lettered remaining points]
- 11-3 2 a. TMU** will inform SBN and ZAU STQ Sector, which runway transition to issue for aircraft landing MDW, **Added** interval and speed
- 11-4 3 a. (1). Coordinate** Area G and Area Z per the LOA’s **Removed** and specifically advise ZAU OMIC to turn on/off Area G.

Appendix D Position Relief Checklist

Page

- D-3 Position Briefing Checklist** FLM-IC and MidShift FLM/ **Added** CIC

PAGE CONTROL CHART

Remove Pages	Insert Pages
N/A.....	Change Page: Insert in front of Order, in front of page 3
1-1 and 1-2	1-1 and 1-2
2-1 through 2-16	2-1 through 2-14
4-1 through 4-12	4-1 through 4-12
5-1 through 5-8	5-1 through 5-8
6-1 through 6-24	6-1 through 6-24
7-1 through 7-4	7-1 through 7-4
8-1 through 8-4	8-1 through 8-4
9-1 through 9-18	9-1 through 9-18
10-5 and 10-6	10-5 and 10-6
11-1 through 11-4	11-1 through 11-4
D-3 and D-4	D-3 and D-4

OPERATING PROCEDURES ORDER
CHICAGO TRACON
C90 7110.65K

Forward

This handbook prescribes air traffic control operating procedures for use by Chicago TRACON personnel involved in providing air traffic control services. Chicago TRACON personnel are required to be familiar with the provisions of this handbook that pertains to their operational responsibilities and to exercise their best judgment if they encounter situations not covered by this directive.

Exceptional or unusual requirements may dictate procedural deviations to this handbook when authorized by the Operational Managers or Front Line Managers.

Kathy Asselborn
Air Traffic Manager (Acting)
Chicago TRACON

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Chapter 1 General

1. The Purpose of this Order

This directive prescribes air traffic control procedures and position responsibilities for use by personnel providing air traffic control services and traffic management functions at the Chicago TRACON. The provisions of this directive are supplemental to procedures and phraseology prescribed in FAAO 7110.65. All control/supervisory/TMU personnel assigned to the Chicago TRACON are required to be familiar with and apply the provisions prescribed in this directive, other related facility/national directives or Notices and current Letters of Agreement with the Chicago TRACON.

2. Audience

All air traffic personnel located at C90 TRACON.

3. Where Can I Find This Order

This directive is distributed within the Chicago TRACON and available at LOA.FAA.GOV.

4. What this Order Cancels

- a. This order cancels C90 7110.65J dated 04/09/16.
- b. C90 Notice 7110.447, Visual Approaches to Runway 10R Offset FAC
- c. C90 Notice 7110.448, Operating Procedures Change , (verbiage correction)
- d. C90 Notice 7110.449, O'Hare Arrivals/Visual Approach Procedures Change

5. Explanation of Policy Changes

See the Explanation of Changes attachment which had editorial corrections and changes submitted through normal procedures.

6. Recommendations for Change

Personnel should submit recommended changes to the Support Manager, Plans and Programs.

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Chapter 2 Operational Equipment

1. Equipment Checks

- a.** The Operations Manager/Front Line Manager (FLM) in Charge shall make the following checks:
 - (1). When advised by the TSOC, normally at the beginning of the day shift, make an entry on FAA Form 7230-4 that recorder checks are complete.
 - (2). Each shift:
 - (a) The radar displays shall be observed to determine suitability for separation purposes.
 - (b) Conduct a visual inspection and aural test of the MSAW at each TCW.
 - (3). Weekly, on the Sunday day-shift,
 - (a) Ensure the emergency transceivers are usable at all positions.
 - (b) Conduct two-way, ground to air checks on emergency frequencies (121.5/243.0)
 - (4). Monthly, on the first Sunday mid-shift, complete IDS4 altimeter comparison as required by paragraph 4 c. (8) of this chapter.
 - (5). As needed:
 - (a) Verify the accuracy of the RVR values indicated on the IDS with the values indicated on the direct RVR readouts. There should be no difference in readings.
 - (b) RDVS positions that have potential faults (apparent line outages, lights burned out, etc.), contact the TSOC.
 - (6). The Operations Manager/FLM in Charge shall record the completion of the equipment checks and pertinent information on the daily record of facility operation, FAA Form 7230-4.
- b.** Each controller or air traffic assistant working at the FDIO position shall, at the beginning of each shift, ensure adequate paper is available for FDIO printers.

2. Rapid Deployment Voice Switch (RDVS)

Operations Manager and Front Line Managers (FLM) / Controller in Charge (CIC) are authorized to reconfigure the RDVS and to perform map edit functions upon completion of system training.

3. Electronic Flight Strip Transfer System (EFSTS)

The FLM/CIC shall be responsible to make combine and de-combine entries in the EFSTS computer.

4. System Atlanta Information Display (IDS4)

- a. The IDS4 shall be used as the primary source of current weather and field condition reports for satellite airports.
- b. The visual and aural alarms, associated with the ATIS display box on the IDS4, shall be the primary method of notifying the TRACON of any changes to ATIS codes.
- c. FLMS/CICs shall:
 - (1). Ensure that operational data (ATIS code, weather, NOTAM) for O'Hare and satellite facilities is current and indicating any outages or information pertaining to a runway, navigational aid or instrument landing system. Notify appropriate personnel at O'Hare of changes needed to ORD ATIS.
 - (a) Ensure IDS at TMU position is logged into in order to activate ORD ATIS alarms.
 - (b) Ensure IDS at position 65 is logged into 'SOUTH SAT SUP' to activate the MDW ATIS alarms.
 - (2). Enter appropriate C90 and satellite NOTAM and equipment outages on page 0202 of the IDS4.
 - (3). Coordinate with O'Hare and satellite towers, as necessary, to ensure the information provided by them is current.
 - (4). At the beginning of the day shift compare the reading of the O'Hare LLWAS center field indicators with the wind indicated on the IDS4. There should be no difference in readings.
 - (5). Notify the TSOC of any system operating discrepancy and consider that portion of the IDS4 as out of service.
 - (6). Notify the appropriate controllers of any outage and instruct them to use the standby equipment.
 - (7). Review and keep current the information contained in the following pages:
 - (a) Pages 0217 through 0218: crew Lists
 - (b) Page 0212: training information.
 - (8). Monthly, on the first Sunday mid-shift, compare the IDS4 altimeter reading for O'Hare and Midway with their ASOS altimeter value. Any correction factor, i.e. +/- .02 in. shall be entered on the equipment outage page.

Note. Any value in excess of +/- .02 in. requires the DASI to be logged out of service.
 - (9). Advise the Quality Control (QC) office of any updates needed to IDS4 Pages 2412 through 2413: Local Phone Numbers.
- d. Traffic Management Coordinators shall be responsible for the data contained on all pages in the Traffic Management profile.

- e. Specialists shall be alert for any discrepancy between the RVR, LLWAS, ATIS reported code and DASI readouts located at various positions in the TRACON and what is presented on the IDS4, and report any system discrepancy to the appropriate FLM/CIC.
- f. Flight Data Position Shall:
 - (1). Monitor the ATIS code, weather, and NOTAM information provided by satellite towers.
 - (2). Review the ATIS code and weather hourly and the NOTAM information at the start of each shift.
 - (3). Enter the data specified on pages 0026 through 0033 when:
 - (a) A satellite tower does not have a functioning IDS4.
 - (b) The AFOS interface has failed.
 - (c) For unknown reasons the data has become obsolete.
- g. The responsibilities for system administration are assigned to the Programs Office. The data contained in the IDS4 shall be reviewed and updated as necessary.

5. Emergency Communication Voice System (ECVS)

Each TRACON radar position has its own ECVS except for Sector 1 (S) and QXM Mid (2F) which share 128.2; East Departure (B) and ORD Mid (2G) which share 125.0; and Z Final (Z) and Arrival Mid (2H) which share 119.0; and F Final (1F) and Future Quad Feeder (1I) which share 338.325.

6. Video Maps

- a. Video Maps are accessible by the 'MAP' Button on the DCB or via the 'Maps' Key followed by a map number on the keyboard.

Note. The requirement to check the map alignment when initially installed will be done by PPS.

- b. Range marks are set up to default to the ORD sensor (C90 airspace is defined by ORD range marks).

7. RADAR Sensors

- a. FUSION (Fused Mode) shall be used as the primary radar source for all positions with the exception of Parallel Monitors.
 - (1). Fused mode is a combination of the data from each reporting sensor. The system track position is presented on the display as a separation symbol
 - (2). The display uses a fixed reference point for functional commands (e.g. centering, range rings, etc.). This point is associated with the location of a particular, user-selectable radar origin. The default is adapted as the ORD radar site.
 - (3). Fused display mode can be entered in two ways, keyboard entry or DCB.

- SITE (key), +, [ENTER].
- DCB Site Menu button - Select Fused (This entry will enter Fused Display Mode and switch the functional sensor to the sensor indicated in the command.)

b. Single Sensor Mode must be coordinated with the FLM/OM before using.

(1) Aligning the display to the selected radar sensor (changing radar sensors) is done via keyboard entry or DCB.

- SITE (key), (Single Letter Terminal Radar ID), [ENTER]
- DCB Site Menu button – Select desired sensor

(2) Sensor IDs:

Terminal Radars				
ORD – O (West sensor)	ORN – N (North sensor)	QXM – Q (Tinley Park)	MK9 – M (Milwaukee)	DPA – D (DuPage)
Long Range Radars				
QHZ – H (Horicon)	CPV – C (Coopersville)	JO3 – J (Joliet)		

(3) When in single-sensor mode aircraft should not be vectored over the radar site in use.

8. Integrated Control and Monitoring System (ICMS)

- This equipment provides for activation and monitoring of the O'Hare instrument landing systems.
- The control of the ICMS is the responsibility of Tech Ops personnel and shall only be adjusted by Tech Ops personnel.
- The ICMS unit located at the Front Line FLM position is the backup control system in the event the system at the SOC position locks up or fails. Release the use of this unit to the SOC when advised by the SOC that it is required to function as the backup unit.

9. RADAR Beacon Codes

- Discrete IFR/VFR beacon codes available for assignment with the "+", "/", "/1", "/2", "/3", and "/4" keyboard entries.

IFR	0101-0137	+
VFR	5102-5177	/
GEN1	5201-5277	/1
GEN2	0406-0437	/2
GEN3	4501-4577	/3
GEN4	4601-4636	/4

Note. All positions are adapted to automatically pull beacon codes from the "VFR" bank.

- MSAW processing is automatically inhibited for the following code banks:

0300-0377	(Pre-assigned Helicopter codes)
5101-5277	(Primary and Secondary VFR code banks)

0401-0437 (Pre-Assigned Local Codes and Tertiary VFR Code Bank)
 4401-4477 (Pre-Assigned National Codes)
 4637 (KJUMP Aircraft)
 1200-1277 (National VFR)

- (1). You will see an asterisk "*" next to the callsign.
- (2). MSAW is adapted to be automatically inhibited for all aircraft above 19300 feet MSL.

10. STARS Procedures

- a. Since the actual entry may change with the installation of new software only those entries requiring adapted parameters are shown in this chapter.
- b. The controller reference card and the IDS4 shall be the source of STARS entries.
- c. Adapted geographical regions are:

ID	Size	Line1	Line2
105	10	ORD	10
106	30	ORD	30
107	2	RR	SFC-070
108	5	HINCKLEY	SFC-070
109	5	MORRIS	SFC-140
110	20	WINDY CITY	BRAVO
111	2	WILLIS	TOWER
114	1	ALFORD	PARK
115	1	ENW	AIRPORT

Note. Geo entries: 1-100 can be dynamically entered at the position; 101 – 200 are preset and must be entered by the OSF.

- d. Move One Fix. Arrival fixes may be split to allow for the assignment of one fix to another control position.

Table 2-1 Fix ID's

One Letter Fix ID	Capital Letter Fix ID	Fix ID	Fix
		M	MKE
A	KUBBS	R	RFD / JVL
B	OKK / VEECK/ ESSPO	S	SBN
C	PLANO / STQ / TRTLL / BENKY	T	SHAIN
D	FARMM / RFD	W	WATSN / KNOXX

- e. Pref Sets:

- (1) Separate pref sets required for the TCW and TDM (parallel monitor scopes).
- (2) Filter Limits shall be set for each Pref Set and saved.

(3) Beacon Code 1200 shall be selected to display square Mode C select symbol.

f. Freeze handoffs.

- (1). This will freeze any hand-offs on the display, within the given parameters, that are not being actively tracked by the O'Hare STARS. The data block will display a flashing "ZZ" in the altitude field.
- (2). When STARS receives reliable position data from the radar, the data block will track normally.
- (3). To unfreeze the data block on your display - slew, enter. The data block will go into coast/suspend list.
- (4). One area with the parameters set for 60 NM radius of the ORD radar.

g. Missed Approach/Go Around. An arrival track entering and meeting the auto-drop requirements is not automatically terminated. Instead, it is forced into the appropriate tower controller's coast/suspend list and then is timed out in two minutes. Should the track actually execute missed approach/go around: the controller can expect the track to re-acquire after it exits the auto-drop area, provided it is squawking the appropriate discrete code.

h. Manual Track Starts.

- (1). When a manual track is started or track reposition is necessary, take appropriate steps to ensure identification.
- (2). All untracked aircraft shall be coordinated, by the controller initiating the track, with all positions that will be affected by the aircraft's altitude and/or route of flight.
- (3). Manual track starts shall utilize the full call sign of the aircraft, if known. Abbreviations are not permitted except as specified in this Order.

i. Identifiers for Airport Destination. Data blocks of satellite arrival traffic shall display the 3-letter identifier in the scratch field, with the exception of O'Hare.

- Midway will Display the single letter identifier as a "W".

j. VFR Flight Plans. VFR flight plan features are available. You have the option of moving the VFR tab list or inhibiting the VFR tab list:

- (1). Inhibit/enable display VFR tab list: Multi Func, T, V, enter.
- (2). Relocate VFR tab list: Multi Func, T, V, slew

k. Verification of Mode C Altitude.

- (1). If an aircraft's Mode C altitude cannot be verified, the aircraft shall be instructed to "stop altitude squawk".
- (2). Enter Pilot Reported Altitude (PRA) whenever Mode C is not available or Mode C is erroneous. Mode C must be suppressed by either the pilot or by the controller.

- (a) To suppress Mode C, depress “MULTI FUNC”, “M”, then SLEW to desired track.
 - (b) To enter PRA, depress three numbers that represent altitude in hundreds of feet, SLEW to desired track.
 - (c) PRA will not be passed via automation to ZAU, this must be verbally coordinated.
- l. The 2nd Scratchpad must be used when entering approach types. The following entries will default the underlined text to the 2nd Scratchpad:

Table 2-2 STARS 2nd Scratchpad entries (Scratchpad #2)

“ <u>VA</u> ” for visual approach	“IL” for <u>ILS</u>	“RN” for <u>RNV</u>	“RX” for <u>RNX</u>
“ <u>VS</u> ” for arrival on VA following another arrival	“PR” for <u>PRM</u>	“RP” for <u>RNP</u>	“RY” for <u>RNY</u>
“RV” for <u>RVA</u>	“VO” for <u>VOR</u>		“RZ” for <u>RNZ</u>

- m. When conducting practice approaches, the 2nd scratchpad entries must be used to indicate the type of approach being flown.

Note: In the case of VFR practice approaches, data in 2nd scratchpad provides the dual function of ensuring traffic count data is accurately recorded.

11. General Information

- a. Emergency Airport Readout. Depress the keyboard * (#) L (for lighted) SLEW to track to display the nearest airport with the following runway lengths:

0	Helicopters
1	0-2999 feet
2	3000-5999 feet
3	6000 feet or Greater

- b. Hospital Locator. This provides the controller with a listing of hospitals and a letter associated for each specific hospital, and the ability to locate a specific hospital:
MULTI FUNC, T, H, ENTER – Display / remove Hospital list.
*, hospital line #, ENTER – Show hospital location on screen.
- c. Altimeter Tab List. The altimeter is displayed in the Altimeter Tab List and is updated automatically.
- d. Erroneous Altitude Reports. The system monitors altitude data and inhibits, to the extent possible, the display of invalid and/or erroneous reported altitude.
- e. MSAW and Conflict Alert. If MSAW, approach path monitoring portion of MSAW and/or conflict alert functions are temporarily inhibited due to adverse impact on operations, a notation shall be logged on the 7230-4, giving times and reason for the action.

- f. Radar Only Tracks. Radar only tracks are displayed by a little diamond. It is controlled with a toggle on/off entry. F7, 2, P, enter.
- g. Implied Prefix. You do not need to type in an “N” when requesting a beacon code. Type in the numbers/letters of the call sign and the STARS will prefix it with the “N”.
- h. Force a Flight Plan. To force a flight plan enter F9 and either the CID or the beacon code.
- i. To request flight plan transfer to this facility or entered facility: F9, ACID or beacon code, [SPACE, receiving facility], ENTER (ECID format = two numerals followed by one alphanumeric.).
- j. RNAV Fixes – You can access the name of the GPS RNAV fixes on the ORD STARs by the following entry: *, F, SLEW, SLEW.
In the preview area will be the name of the procedure associated with the fix (if the fix is a multiple use fix such as JORJO it will show “Multiple STARs “). Many of the GPS RNAV fixes on the satellite airport approaches are also adapted, in the preview area the name of the airport and the associated procedure will be displayed.

12. Shutdown

- a. The STARS Technician shall coordinate with the FLM/CIC prior to any shut-down, and immediately after restoring the system.
- b. The STARS Technician will start the computer. The FLM/CIC will be responsible for determining if it is operationally usable.

13. Auto Hand-offs

- a. The hand-off altitude is 3,200 feet MSL. Before an aircraft reaches this altitude, an auto hand-off will not be attempted in any direction to any facility departing any eligible airport.
- b. For departures which will go to Chicago Center, the range is 6 NM. The auto hand-off is inhibited inside this range.
- c. For ORD departures which will go to tower enroute facilities, the approximate range is as follows (based on range from ORD Sensor):
MKE - 15NM SBN - 20NM RFD - 20NM
- d. For MDW departures, all distances are based on a range from the ORD antenna and are the same as paragraph c.
 - (1). There are no auto hand-offs for any north bound traffic.
 - (2). For all other traffic going to the center, the range is set to zero so the traffic will hand-off when the aircraft reaches 4200 feet MSL.
 - (3). Traffic going to SBN approach will hand-off at the 20 NM range (approximate).
 - (4). Traffic going to RFD approach will hand-off at the 30 NM range (approximate).

- e. Aircraft that do not qualify for automatic hand-off will have a delta symbol, displayed in field 3. The automatic hand-off function can be disabled for the entire system or for individual positions.
 - (1) Enable/inhibit auto hand-off for the entire system (105 privilege class)
F5, (E or I), Enter where E=enabled I=inhibit. The SSA will show “HOP” to indicate disabled for entire system.
 - (2) Enable/ inhibit auto hand-off for a particular control keyboard
F5, C, (E or I), enter The SSA will show “HOPT” for intrafacility and “HOPX” for interfacility to indicate disabled at this position only.
 - (3) Inhibit auto hand-off for a specific track
F5, Δ , slew, enter Once a track is inhibited, the delta will be displayed and the track can be re-enabled with another F5, Δ , slew, enter for automatic hand-off again.
 - (4) Start hand-off for a specific track
F5, Δ (n), slew, enter where (n) is the specific facility number.

Note. Δ 1 is MKE; Δ 2 is SBN; Δ 3 is RFD

14. Display Data

- a. Mode C on untracked targets shall be displayed within each controller's area of responsibility.
 - (1). Set the upper altitude filter limit no lower than 1,000 feet above the highest altitude for which the controller is responsible.
 - (2). Set the lower limit to encompass the field elevation.
 - (3). Feeders may set the lower filter limit no less than 1,000 feet below the lowest altitude for which they are responsible.
 - (4). Deviation from these limits is authorized only when clutter is excessive and when specifically authorized by the Operations Manager/FLM in Charge. When this requirement is suspended, an entry shall be made on FAA Form 7230-4.
- b. If altitude information is entered, it shall be the reported altitude of non-Mode C equipped aircraft.
- c. The controller receiving a hand-off from Chicago Center on an overflight non-Mode C aircraft shall enter the assigned or reported altitude as a pilot reported altitude (PRA).
- d. Scratch pad altitude data shall be in the format of three numerical characters. Three digit scratch pad entries will swap with the altitude area of the data block, four digit entries will swap with the aircraft type.
- e. The TCW has no adjustable weather / radar gate. In STARS, weather is displayed as a FUSED product. Single source / site selection for weather is not available.

15. Silent Hand-off

- a. Overflight auto-hand-offs from the center are inhibited.
- b. Intrafacility hand-offs which have been accepted will remain displayed on the senders display until a slew is made.

16. Configuration Entries for South Satellite Sectors 1 through 4

- a. Eight configurations are used.
- b. A south satellite configuration entry will not change any tracks not originally belonging to south satellite.
 - (1). All tracks belonging to south satellite will return from any position in the TRACON to which they were consolidated.
 - (2). All normal O'Hare tracks stay at their present position, even if consolidated.
 - (3). For example: "L" could be consolidated at "P" then at some point "P" consolidated at "S". In this case a south satellite configuration entry would get "L" back to "L" and leave "P" consolidated with "S".

Table 2-3 Midway Configuration Entries

[F16],S31E	CFG 1	(MDW 31C, Northbounds at 1U)
[F16],S4E	CFG 2	(MDW 4R, Northbounds at 1U)
[F16],S13	CFG 3	(MDW 13C)
[F16],S31W	CFG 4	(MDW 31C, Northbounds at 1L)
[F16],S4W	CFG 5	(MDW 4R, Northbounds at 1L)
[F16],SS	CFG 7	(All at 1S)
[F16],S22E	CFG 8	(MDW 22L, Northbounds at 1S)
[F16],S22W	CFG 9	(MDW 22L, Northbounds at 1L)

17. Configuration Entries for O'Hare Departures and North Satellite Positions

Departures auto acquire at 900 ft MSL.

Table 2-4 O'Hare Departure and North Satellite Configuration Entries

[F16],DB	CFG 1	All departures and north satellite at position "B"
[F16],DBA	CFG 2	All departures at the "B" position and north satellite at position "A"
[F16],D	CFG 3	All departures and north satellite open at their respective positions.

18. Entries for Midnight Operations

- a. Entry can be made from any TCW
- b. Consolidation to Midnight line: F16 SC; F16 DC; F16 AC; follow string with [ENTER]

19. Configuration Entries for Approach

- a. Entry can be made from any TCW.
- b. The entries are as follows:

F16	AE	CFG1	EAST FLOW
F16	AW	CFG2	WEST FLOW
F16	A22	CFG3	22's
F16	A33	CFG3	33
F16	A4	CFG4	4's, 15
F16	A15	CFG4	4's, 15

example:

* MULTI FUNC, C., Z, M (Moves MKE to Z)

** MULTI FUNC, C., W, S (Moves SBN to W)

Note. Tower enroute traffic may have to be moved during triple approaches.

20. Consolidation vs. Configuration

- a. A consolidation occurs when the traffic at one position is combined (“pulled”) to another position to be worked there. Once consolidated, all future traffic assigned to the “pulled” position will be routed to the new position, until it is either “pulled” back to its original position OR a configuration entry is made.
- b. A configuration entry is made in the STARS system to designate where the traffic under each specific set of circumstances is to be routed, in other words, which position handles what specific traffic. When a configuration entry is made, ALL scopes are returned to their original location and all traffic will be sent to the position where it has been preprogrammed to go. If any scope had been consolidated “pulled” to another position PRIOR to a configuration entry, it will NO LONGER be consolidated after the configuration entry has been made. In short, ALL positions are returned to their original location after a configuration entry is made. In order to combine “pull” the traffic to another position after a configuration, an appropriate consolidation entry is required.
- c. To combine all arrival positions at the entering scope: F16 AC [ENTER].

Table 2-5 Tower TDM Symbols

Airport	Subset	Symbol		Airport	Subset	Symbol
Aurora	1	8		O'Hare	1-9	T
DuPage	1	7		N. ATCT	1-4	Q
DuPage	2	7		S.ATCT	5-8	Q
Midway	1-3	R		Executive	1	6
Midway	5-6	R		Waukegan	1	4
				Gary	1	9

21. Tower MSAW Aural Alarm Areas

- a. C90 controllers who observe an aircraft indicating an MSAW alert, but are not talking to that aircraft, shall inform the appropriate remote tower controller of that alert.

Table 2-6 Remote Towers that have adapted Aural Alarm Areas

<u>FACILITY</u>	<u>DISTANCE (NM)</u>	<u>ALTITUDE</u>
Aurora	Within a 7 Mile Radius	Below 4,000 MSL
DuPage	Within a 7 Mile Radius	Below 4,000 MSL
Gary	Within a 7 Mile Radius	Below 4,000 MSL
Midway	Within a 20 Mile Radius	Below 4,000 MSL
O'Hare	Within a 7 Mile Radius	Below 5,500 MSL
Executive	Within a 7 Mile Radius	Below 4,000 MSL
Waukegan	Within a 7 Mile Radius	Below 4,000 MSL

- b. Aircraft on TDM control position symbols will alarm at that TDM without regard to altitude or distance.
- c. MSAW aural alerts for aircraft data blocks on C90 control position symbols will not sound at C90 when the aircraft are within 5 nautical miles and below 1,000' MSL at ORD, MDW, and DPA airports. Other remote tower aural alerts will always sound at C90 as those facilities are not staffed 24/7.

22. Transitioning between Full Service Level (FSL) and Emergency Full Service Level (EFSL) Modes of Operation

- a. Radar Authority to transition between modes rests with the OM/FLM-CIC.
 - (1) The controller must notify the FLM-CIC immediately of any issues or failure in FSL MODE.
 - (2) If it is a Single TCW failure, determine whether to relocate controller to another TCW, close/combine position(s), or initiate a system wide Transition to ESFL.
 - (3) ESFL is normally a transitional backup system and should only be used as long as necessary to transition to an appropriate ATC service level or back to FSL. There is no backup available while operating in ESFL.
 - (4) Manual handoffs and coordination will be required with ZAU, SBN, RFD, MKE unless the decision is made to switch Interfacility Data Transfer (IFDT).
 - (5) The OM/FLM-CIC must ensure all TRACON positions are switched to EFSL.
 - (6) The OM/FLM-CIC must coordinate with ORD and all Satellite ATCTs to have all TDWs switch to EFSL.
 - (7) The OM/FLM-CIC must coordinate with SOC to switch IFDT to EFSL only if unable to return to FSL in a reasonable amount of time.
 - (8) The OM/FLM-CIC will coordinate with Tech Ops to determine extent of failure and expected return to FSL.
- b. The following apply to transition to EFSL:
 - (1) All display settings, sign-on and pref sets transfer to EFSL.
 - (2) Con-plan and keyboard consolidations will not transfer and must be manually entered.
 - (3) Data blocks will only transfer when the owning controller changes to EFSL.

- (4) Quick-look, prearranged, etc., will not be valid until all control positions change to EFSL.
 - (5) No external clients, including ASDE, will be available in EFSL until the IFDT switch is complete.
 - (6) Data blocks that were transferred from FSL to EFSL will be local flight plans only. After switching IFDT to EFSL, they will not be eligible for handoffs to external facilities.
 - (7) Configurations do not transition from EFSL to FSL. Con-plans must be re-entered, controllers must sign on again and keyboards must be appropriately consolidated.
- c. FLM/CIC Responsibilities.
- (1). Coordinate changes with the OM.
 - (2). When the OM advises the system is usable, advise controllers when to return to FSL mode.
- d. OM/FLM-IC Responsibilities. Ensure the FSL/EFSL transition checklist, as shown in Figure 2-1, is followed when situations warrant:

Figure 2-1 FSL/EFSL Transition Checklist

WHEN FSL BECOMES UNAVAILABLE:

- Press ES on every display
- Ensure Towers change to ES
- Coordinate with ZAU, SBN, RFD, MKE due to loss of IFDT
- Coordinate with SOC to switch IFDT to ESFL only if unable to return to FS in a reasonable amount of time
- If IFDT is switched to ES, restore base at FDIO keyboard after switch is complete:
- RB [SPACE] ORT [ENTER]
- TRANSITION BACK TO FS AS SOON AS PRACTICAL (traffic should be minimal for this transition)
- Press FS on every display
- Ensure Towers change to FS
- Coordinate with SOC to switch IFDT to FSL
- Coordinate with ZAU, SBN, RFD, and MKE
- After IFDT is switched, restore base at FDIO keyboard after switch is complete:
- RB [SPACE] ORT [ENTER]

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Chapter 3 Positions of Operation

1. General

- a. The following are the TRACON positions that require duty familiarization and the transfer of position responsibility. The name of the position, the corresponding identifier, console number and position type are as follows:

Table 3-1 Position Identifiers

<u>Position</u>	<u>Position Identifier</u>	<u>Console Number</u>	<u>Position Type</u>
Parallel Monitor -W	3O	49	PM
Parallel Monitor -F	3I	50	PM
Parallel Monitor -Z	3H	51	PM
Parallel Monitor -H	3P	70	PM
KUBBS Feeder	J	52	AR
FARMM Feeder	Y	53	AR
F Final	F	54	AR
Z Final	Z	55	AR
W Final	W	56	AR
H Final	H	60	AR
Kokomo Feeder (OKK)	E	57	AR
PLANO Feeder	X	58	AR
Future Quad Feeder	I	59	AR
South Sat. FLM	3U	61	OS
Sector 4 Hand-off	2U	62	HO
Sector 4	U	63	ST
Sector 1	S	64	ST
Sector 1 (split)	S	64	CI
South Satellite Hand-off	O	65	ST
South Satellite Hand-off (split)	O	65	CI
Sector 2	P	66	ST
Sector 2 (split)	P	66	CI
Sector 3	L	67	ST
Sector 3 (split)	L	67	CI
Sector 3 Hand-off	2L	68	HO
Future Quad Use	2S	69	AR
Airshow	2I	71	AR
Mid-Shift Arrivals	2H	72	AR
Mid Shift ORD	2G	73	MD
Mid-Shift MDW	2F	74	MD
Departure FLM	V	75	OS

<u>Position</u>	<u>Position Identifier</u>	<u>Console Number</u>	<u>Position Type</u>
North Departure	D	77	DR
Loop Departure	N	78	DR
East Departure	B	79	DR
East Departure Hand-off	2B	80	HO
North Satellite	A	81	ST
North Satellite (split)	A	81	CI
South Departure	M	83	DR
Kane Departure	K	84	DR
West / Kane Departure Hand-off	2K	85	HO
West Departure	G	86	DR
Front Line Manager	2O	87	OS
Main Arrival Coordinator (MAC)	MAC	88-89-90	AR
Assistant MAC (AMAC)	AMAC1	88-89-90	AR
Flight Data 1	F1	96	FD
Flight Data 2	F2	97-98	FD
Traffic Management 1	STMC1	99	TM
Traffic Management 2	TMAC	100	TM
FLM Break List	AF	102	OS
Operations Manager	OMIC	105	OM

Note: The four mid-line positions have been configured to serve as parallel monitor backups. Monitor frequencies are available at the mid-line when on any approach configuration. The 3P is also configured with monitor frequencies.

- b. Newly position-certified controllers must not be assigned to combined positions for a minimum of 20 working hours, with the exception of positions that are identified in 3-1.c. as regularly combined.
- c. Regularly combined positions:
 - (1). All hand-off positions with their respective departure or satellite position.
 - (2). Arrival Feeder with Arrival Feeder/Final positions.
 - (3). NSAT with North Departure, East or West Departure.
 - (4). Loop Departure with East Departure.
 - (5). Kane Departure with South Departure.
 - (6). West Departure with Kane Departure.
 - (7). Kane and West Departure with South Departure.
 - (8). Sector 4 with Sector 1.

- (9). Sector 3 with Sector 2.
- (10). North Departure with East or West Departure.
- (11). Normally combine/de-combine for MID shift operations.
- d. A Position Log, C90 Form 7230-10, shall be filled out daily when sign on/off is not available.

Table 3-2 Positions that are normally combined

<u>Position Identifier</u>	<u>Position Identifier</u>	<u>Combined To</u>	<u>Position Identifier</u>	<u>Position Identifier</u>
OKK Feeder	E		PLANO Feeder	X
KUBBS Feeder	J		F Final	F
FARMM Feeder	Y		KUBBS Feeder	J
PLANO Feeder	X		W Final	W
W Final	W		Z Final	Z
Z Final	Z		Midshift Arrivals	2H
F Final	F		Z Final	Z
Sector 3 Hand-off	2L		Sector 3	L
Sector 3	L		Sector 2	P
South Satellite Hand-off	O		Sector 2	P
Sector 2	P		Sector 1	S
Sector 4 Hand-off	2U		Sector 4	U
Sector 4	U		Sector 1	S
Sector 1	S		Midshift MDW	2F
West /Kane Departure Hand-off	2K		West Departure	1G
West Departure	1G		Kane Departure	K
Kane Departure	K		South Departure	M
South Departure	M		East Departure	B
North Satellite	A		East Departure	B
North Departure	D		East Departure	B
Loop Departure	N		East Departure	B
East Departure	B		Midshift ORD	2G
Flight Data 2	F2		Flight Data 1	F1
Flight Data 1	F1		Midshift ORD	2G
Midshift Arrival	2H		Midshift ORD	2G
Midshift MDW	2F		Midshift ORD	2G

2. Communication and Coordination

- a. Request or relay instructions and essential information in a timely manner.
 - (1). Use established priorities, standard format, and standard phraseology.

(2). Speak clearly and concisely.

(3). Use recorded lines when available.

- b. Ensure instructions and essential information are available to all affected individuals.
- c. Ensure acknowledgments.
- d. Use alternative methods when primary methods are not available.

3. Flight Data (FD)

- a. Operate position related equipment.
- b. Remove flight progress strips from the FDIO and insert them into strip holders. (Except during EFSTS failure, the only flight progress strips received via the TRACON FDIO should be satellite departure strips).
- c. Review flight progress strips for completeness and accuracy.
- d. As necessary, amend flight progress strips and add appropriate restrictions.

(1). The only amendments that should be entered into the FDIO are those required in a Letter of Agreement.

(2). Satellite facilities (ARR, DPA, GYY, UGN, PWK, and MDW) have the responsibility to contact ZAU Traffic Management (TMU) if a routing into ZAU airspace does not contain a PDR, and the first fix is not an appropriate departure fix. Attempts by our facility to enter an appropriate departure fix will not guarantee the correct routing of the data within ZAU and may create automatic hand-off problems throughout the entire route.

- e. In the event of an unsuccessful amendment, departure or other attempted message via the FDIO system, an Unsuccessful Transmission Message (UTM) will be returned to the FDIO that initiated the message. This will occur most frequently with Tower Enroute aircraft. A UTM format will appear as:

YYYN123 CID TYPE MESSAGE (AM, DM) TO XXX(RFD, SBN, MKE)
UNSUCCESSFUL TRANSMISSION MESSAGE

If this message is received, forward the message verbally to the next facility.

- f. Ensure that the most current flight progress strip is used. If duplicate strips are received, coordinate with ZAU TMU or the appropriate FDIO-equipped satellite ATC facility for the appropriate routing or flight progress strip.
- g. Request a Full Route (FR) via the FDIO when full route clearances are necessary.
- h. Remove strips on flight plans via the FDIO.
- i. When requested, enter flight plans via the FDIO, if workload permits.

- j.** Perform strip marking duties.
- k.** Issue IFR departure clearances to:
 - (1). Non-FDIO equipped satellite airport ATC facilities,
 - (2). AFSS via RDVS,
 - (3). Pilots via the bat lines.
 - (4). Include in the clearance any route or altitude restrictions that may be required by an inter-facility Letter of Agreement.
- l.** Ensure that clearances have been received by obtaining an acknowledgment or a correct readback.
- m.** When a clearance is requested and a strip is not available, request the flight progress strip via the FDIO. If a strip cannot be obtained, inform the requesting pilot or facility.
- n.** Obtain a release time for satellite airport IFR departures from the appropriate TRACON satellite position. Issue the release time to the appropriate satellite facility, AFSS or the pilot, and verify it is received by obtaining an acknowledgment.
- o.** Distribute flight progress strips to the appropriate TRACON satellite positions and to O'Hare departure positions in the event of an EFSTS failure.
- p.** Upon receipt of a NOTAM, PIREP, SIGMET, flow message, or other message that may affect operations, deliver it to the OM/FLM-IC.
- q.** As directed by the OM/FLM-IC, process and disseminate weather and PIREP/SIGMET information to TRACON positions, and all non-FDIO equipped satellite ATC facilities.
- r.** Weather information received from satellite facilities that do not have an ASOS/AFOS interface, or a functioning IDS4, shall be entered into the appropriate page for satellite weather in the IDS4.
- s.** Ensure blank arrival and/or departure strips are in the strip bays at the arrival, departure and satellite positions.
- t.** Assist other TRACON positions as directed.
- u.** Keep the FLM informed of any situation or condition that could impact the operation.
- v.** Ensures that the print is dark enough to read in the low light environment of the TRACON. Inform Tech Ops when the EFSTS and/or FDIO isn't functioning properly or requires paper.
- w.** As directed by the OM/FLM-IC, enter local PIREPs into the AIS-R system and the IDS4.

4. Strip Marking

a. General.

- (1). Strip marking, when used, must be in accordance with FAA Order 7110.65 and this order.
- (2). All altitudes must be written in thousands of feet: ie: FL 230 as 23; 5,000 as 5 and 2,800 as 2.8.
- (3). Unless otherwise specified, boxes 9B, 9C and 10 through 18 are considered an extension of boxes 9 and 9A. They will be referred to as 'the right side of the strip' for strip marking purposes.
- (4). VFR strips may be used as a memory aid.

b. ORD Feeder / Final Strip Marking (Figure 3-1)

Figure 3-1 Printed Flight Progress Strip

AAL1404	7361	A1252	IFR
D/B738/L	V10		
769	RHIVR		KORD

- (1). Strips must be used as a memory aid
- (2). The marking of strips is optional for the ORD Feeder/Final positions except as follows:
 - (a) At the request of the relieving specialist, the specialist being relieved must update flight progress strips for the current aircraft prior to the beginning of the relief briefing. Pertinent status of each aircraft must be briefed.
 - (b) Specialists receiving OJT must use and mark assigned altitude on Flight Progress Strips. All other strip marking is at controller discretion.
 - (c) Altitudes must be written on flight progress strips for all non-mode C equipped aircraft.
 - (d) When the ARMT fails and/or radar backup systems are not available, assigned altitudes must be marked on strips. All other strip marking is at controller discretion.
 - (e) Miscellaneous markings are at controller discretion and may be written anywhere.
- (3). Parallel monitor positions are a function of the front line, however strips are not provided at the position. Refer to C907110.65 Chapter 6.1.b.(4).
- (4). Feeders must pass strips to the appropriate Feeder/Final positions that are not receiving pre-printed strips.

- (5). Arrival Strip marking using non pre-printed strips. Use the corresponding box as depicted in Figure 3-2.

Figure 3-2 Arrival Strip

(1)	SW	(H)	NW	NE	SE	(5)	C90 Form 7232.5 (8/05) U.S. GPO: 1992-444-728
(2)	(4)		(4)	(4)	(4)		
(3)							

(Box 1) Aircraft ID.

(Box 2) Wake Category and Type Aircraft.

(Box 3) Beacon Code.

(Box 4/5) Assigned altitude. Other markings are at controller discretion.

c. Departure, North Satellite and South Satellite Strip Marking.

(1). Pre-printed EFSTS strips.

- (a) Controllers must write assigned altitudes.
- (b) Uncontrolled airports. On the right side of the strip must be written as applicable:
 - Departure runway.
 - Heading to be flown.
 - Release void time.
 - Altitude.
 - Radar service terminated and a four digit time.
 - Pilot canceled IFR flight plan.
- (c) When a satellite airport's radar display is out of service, a check mark must be placed adjacent to the arrival airport to indicate the forwarding of the inbound to that tower.
- (d) Miscellaneous: Other markings are at controller discretion and may be written anywhere as allowed by FAA JO 7110.65.

- (2). Using non pre-printed strips. Use the corresponding box as depicted in figure 3-3, as appropriate.

Figure 3-3 EFSTS Strip

1	2A	5	8	9	9B	10	11	12
2		6	8A			13	14	15
3		7	8B			16	17	18
4			9A			9C		

(BOX 1) Aircraft ID

(BOX 3) Wake Category and Type Aircraft.

(BOX 5) Beacon Code assigned.

(BOX 7) Requested altitude.

(BOX 8) Departure airport.

(BOX 9) Clearance limit, route, altitude and remarks.

Note. Controllers must pass strips to the appropriate positions that are not receiving pre-printed strips.

d. Flight Data.

- (1). After pilot requested altitude changes have been entered into the FDIO, cross out the unwanted altitude and write the correct one next to it.
- (2). Draw a circle around FRC.
- (3). Releases off uncontrolled airports. On the right side of the strip must be written:
 - Departure runway
 - Heading to be flown
 - Release void time
 - Altitude

5. Currency and Familiarization Requirements

- a. In accordance with FAAO 7210.3, Chapter 2, Section 3, Air Traffic Managers, Assistant Managers, Operations Support Managers, Support Specialists, Front Line Managers, CPCs, Developmentals, Traffic Management Supervisors and Specialists, and Air Traffic Assistants are required to maintain currency or familiarization in order to perform their duties in an efficient manner.
- b. Pre Duty Weather Briefing
 - (1). All operational personnel, prior to working their first control position of their duty day, must view and listen to the recorded Center Weather Service Unit (CWSU) briefing, when available.
 - (2). Viewing this briefing does not eliminate the responsibility to get a complete position relief briefing (including weather) when assuming a control position

6. Familiarization Tracking

- a. Non-operational staff personnel shall observe control room operations for a minimum of 2 hours each week and record the time in their Labor Distribution Report (LDR).
- b. Each office manager shall ensure the familiarization time is accurately reflected in CruSupport before validating each employee's LDR record.

7. Currency Tracking

Tracking of currency for Certified Professional Controllers (CPC), Developmentals (Dev), Front Line Managers (FLM), Traffic Management Supervisors and Specialists (TMC) and Air Traffic Assistants (ATA) shall be handled as follows:

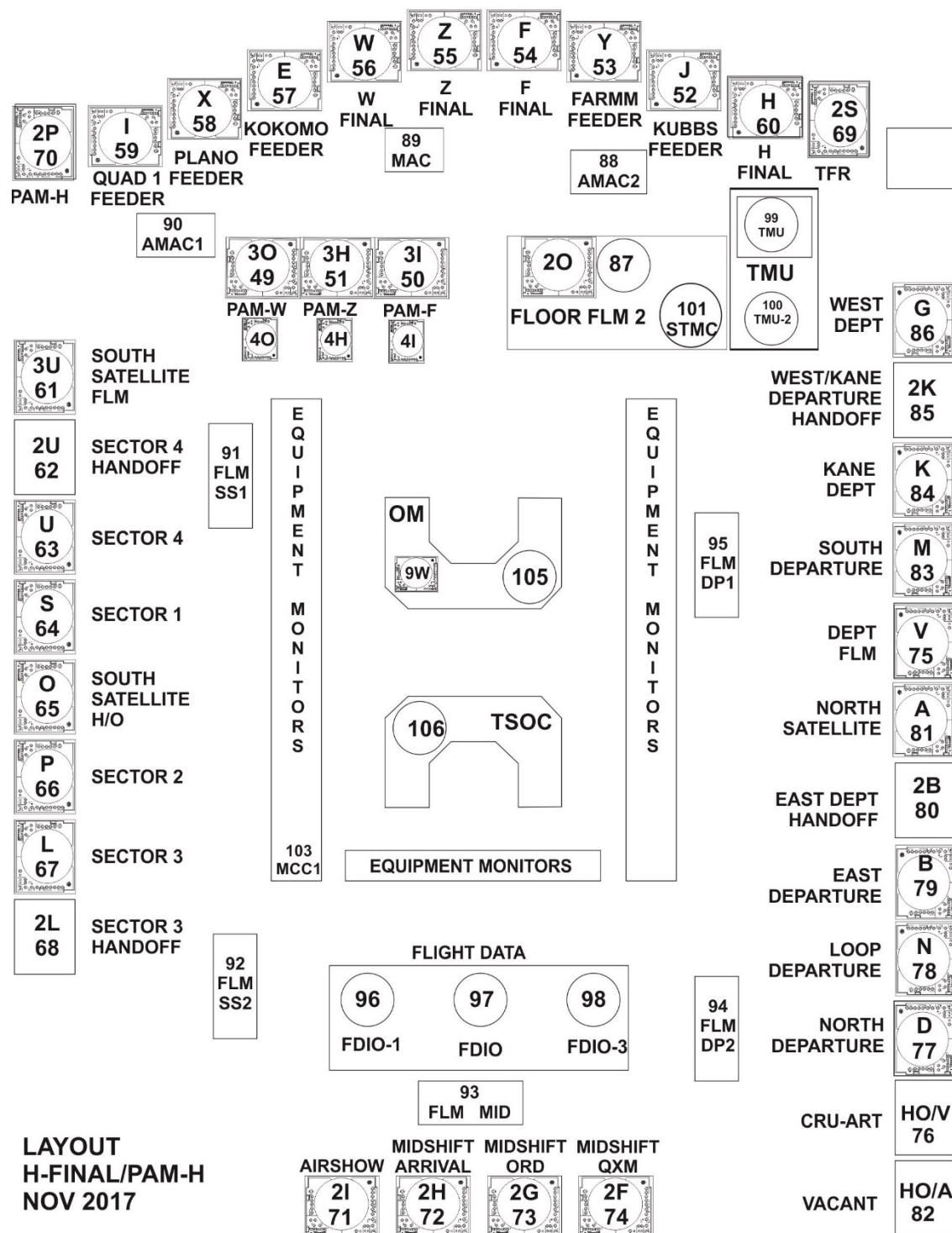
- a. Employees subject to familiarization/currency requirements have a personal responsibility for adhering to the requirements of the position to which they are assigned, as specified in the FAA Order 7210.3, Facility Operation and Administration for specific currency requirements. Each employee will work in conjunction with their supervisors to ensure they adhere to the requirements of this order.

- b. Currency is automatically tracked via the Operational Currency Dashboard which is found on the CEDAR Homepage. This is the only approved method for checking and verifying currency.
- c. At least once prior to the 14th day of the month, and at least once per day for the last 7 days of each month, an OM will review the Operational Currency Dashboard and develop a report, detailing which employees have not yet met their currency requirements. This report will be used by the FLM/CIC assigned to Break Rotation for appropriate assignments.
- d. The OM's will ensure personnel who do not meet currency requirements in a calendar month do not work an operational/control position prior to recertification in accordance with FAA Order JO 3120.4, Air Traffic Technical Training.
- e. The Quality Control (QC) office will provide a currency report from Currency Dashboard to the ATM the first administrative day of the month.

8. STARS Sign On/Off

- a. This procedure shall apply at all positions with a STARS keyboard.
- b. The responsibility to ensure STARS sign on is assigned to the relieving specialist and/or the specialist opening a combined position.
- c. In the event of OJT, it is the instructor's responsibility to ensure that the developmental controller is also signed on.
- d. The responsibility to ensure combined positions is assigned to the relieved specialist.
- e. Supervisory personnel are responsible for shift management, position assignments and monitoring this procedure to ensure that all positions are utilizing STARS sign on/off.

Figure 3-4 TRACON Layout



Chapter 4 Watch Supervision

It is the responsibility of all OM/FLMs/CICs to manage the operational area with a goal toward eliminating distractions.

The Operational area is defined as that floor space encompassed by the control consoles.

Operational briefings should take place outside of the operational area preferably in the Ops Floor briefing room (Situation room).

OJT debriefings should take place outside of the operational area preferably in the training debriefing rooms.

Non-operationally necessary equipment repair, construction or other activities may be deferred if causing a distraction.

1. Operations Manager

- a. Is responsible for the day-to-day, shift by shift, management of the control room operation and has final authority for making on-the-spot decisions.
- b. Represents management in the operational quarters. Gives advice, counseling and direction, to ensure compliance with established procedures and policies.
- c. Consults with the Front Line Manager (FLM) and Traffic Management Supervisors (STMC) at the beginning of each shift to establish priorities to be accomplished.
Example: Discuss configuration and staffing requirements, training to be accomplished, performance management requirements, leave requests etc.
- d. Assigns the FLM to specific areas of the operation.
- e. Manages the fiscal and human resources consistent with operational requirements, ensuring shift staffing requirements are met.
- f. Identifies equipment, staffing, and procedural deficiencies and performs necessary coordination to affect corrective action. Ensures pertinent equipment outages are logged on FAA Form 7230-4, notification is made to the TSOC and passed on to the STMC for dissemination. Logs completion of “stand-ups” as required by ATM.
- g. Issues/cancels NOTAMS and TFR in accordance with established procedures and policies. NOTAMS received by the Operations Manager (OM)/FLM in charge shall be provided to the STMC for dissemination.
- h. Maintains records and reports of daily shift activity.
 - (1). Ensures time and attendance/sign on-sign off is correct.
 - (2). Reviews daily training reports.

- (3). Reviews daily logs, ensuring accuracy.
- (4). Prepares preliminary reports of accident/incidents, enters Mandatory Occurrence Reports (MORs), obtains pilot information, and makes the applicable notifications.
- (5). Is delegated the authority to suspend the requirements for altitude filter limits. If the requirements are suspended, enter into the FAA Form 7230-4.
- (6). Make an entry on C90 Form 7230-4:
 - (a) Of any aircraft operating in C90 airspace with invalid Mode C.
 - (b) Of any radar outage that is a part of the Fusion system (ORD, ORN, QXM, DPA, MK9, JO3, QHV, CPV).
 - (c) Indicating when PM frequency (LC or LC/PRM) checks have been completed.
- i. Responsible for directing the work of CPCs/ATAs in the operating quarters. Performs this responsibility with the established priorities.
- j. When not available the OM shall designate the FLM in Charge.
- k. Responds to inquiries from the public, media, and/or systems users in a positive and cooperative manner. The Air Traffic Manager is the approving authority for all tours of the operational quarters. Tours shall not be permitted unless coordinated as per the Facility Security Plan.
- l. Maintains a technical knowledge of procedures, policies and equipment by observing in the operating quarters.
- m. Keeps management/staff offices informed of problems or situations which impact the operation and services being provided.
- n. Ensures the status page of the IDS4 is accurately maintained, indicating any outages or information pertaining to a runway, navigational aid or instrument landing system.
- o. Maintain familiarity with the details of presidential aircraft flight activity, and comply with the responsibilities specified in Chapter 10 of this order, "Special and Presidential Procedures".
- p. Responsible to ensure requirements for conducting CAT II/III approaches.
 - (1). Advise the TSOC when forecast weather may dictate the need for CAT II/III approaches.
 - (2). Not conduct CAT II/III approaches until advised by the TSOC that the requirements of FAAO 6750.24 have been satisfied and CAT II/III approaches are available.
 - (3). Notify arrival front line manager when CAT II/III approaches are/are not available.

- (4). Notify the TSOC when beginning and/or terminating CAT II/III approaches.
- (5). Determine operational and procedural impact in response to equipment reliability, outages and loss of CAT II/III availability.

Note: The impact of ILS component outages on CAT II/III approaches is located under the equipment section on the IDS4.

q. Is the central source responsible for ensuring:

- (1). Solicitation and handling of PIREPs in accordance with FAAO 7110.65, Paragraph 2-6-2; and,
- (2). SIGMETs, AIRMETs, and CWAs are reviewed to determine required distribution and dissemination of selective information in accordance with FAA JO 7110.65, Paragraph 2-6-6.

r. Responsible to ensure requirements for use of FUSED mode.

- (1). If a position requests to revert to single-sensor mode, evaluate and determine action to take:
 - (a) If an individual position is allowed to go to single-sensor mode ensure all affected positions are aware.
 - (b) If circumstances determine that the entire room needs to revert to single-sensor mode, coordinate as necessary.
- (2). Inform other interfaced facilities of scheduled and unscheduled shutdowns of FUSION.

2. Front Line Manager in Charge/Controller in Charge

- a.** Responsible for the management of the control room operation in the absence of an OM.
- b.** The General CIC function performs the CIC function for all operational lines, and break assignment list area between the hours of midnight and 0600L. The General CIC must be signed on the AF position on CRU-ART.
- c.** Responsible during Mid-Shift to:
 - (1). Provide supervision over all operational positions.
 - (2). Accomplish all other supervisory duties.
 - (3). Ensure all logs are filled out completely and accurately.
 - (4). Ensure when the FLM leaves the room there must be one CPC working position and one CIC.

- (a) If there are only two CPC's and one FLM on the shift; when the FLM leaves the room, there must be one CPC working and one CIC.
 - (b) Ensure that at no time shall there be less than two people in the room on a midshift,.
 - (5). Ensure emergency receiver is selected at each overhead position.
 - (6). Ensure appropriate ORD and MDW ATPA regions activated after a software adaptation switch is completed.
 - (7). Deliver FAA Form 7230-4 to TSOC for review of equipment related entries.
 - (8). Ensure GYY FCT has opened at 0500 lcl for the day.
 - (a). Upon opening change IDS4 page 0202 from "CLSD" to " " to indicate normal operations.
 - (b). In the event they do not make contact:
 - 1. Attempt to contact GYY tower via a landline.
 - 2. If no response, contact the ATCSCC to activate ATC Zero due to staffing.
 - 3. Make appropriate entries in the daily log.
 - d. Ensure UGN FCT, PWK ATCT and ARR ATCT have opened as appropriately for the day.
 - (1). Upon opening change IDS4 page 0202 from "CLSD" to " " to indicate normal operations.
 - (2). In the event a tower does not make contact:
 - (a). Attempt to contact the tower via a landline.
 - (b). If no response, contact the ATCSCC to activate ATC Zero due to staffing.
 - (c). Make appropriate entries in the daily log.
 - e. Ensure GYY FCT, UGN FCT, PWK ATCT and ARR ATCT have closed as appropriately for the day. Upon closing change the IDS4 page 0202 to read "CLSD".
- 3. Front Line Manager/Controller in Charge Assigned to Departure Line**
- a. Shall stay engaged in Departure/North Satellite operations to ensure a safe and efficient flow of traffic especially during high risk operations. i.e. runway changes, emergencies, weather events, etc.
 - b. Maintain awareness of the arrival configurations for ORD/MDW/PWK.

- c. Ensure compliance to traffic management initiatives by ORD/C90/ZAU.
- d. Open and combine positions as traffic dictates.
- e. Maintain awareness of weather trends and anticipate changes that may impact departure routes and satellite approaches.
- f. Reconfigure EFSTS when necessary.
- g. Coordinate with ORD, PWK traffic that will circle to runway 34, 30, 24, and 6 IFR.
- h. Coordinate all special interest flights (e.g. Jena/Limo, photo missions) with the appropriate areas.
- i. Initiate/coordinate C90 Traffic Management Initiatives of sideline sectors.
- j. Maintain awareness and ensure compliance with current security initiatives.
- k. Ensure the status page of the IDS4 is accurately maintained indicating any outages or information.
- l. Ensure PIREPS are solicited and broadcast as required by FAAO 7110.65.
- m. Ensure dissemination of information to all necessary control positions including configuration in use, PIREPS, SIGMETS, NOTAMS, etc.
- n. Ensure emergency receiver is selected at each overhead position.
- o. ORD Missed Approaches:
 - (1). Coordinate with ORD Tower assigned heading/altitude and initiate automated hand off to the receiving Departure sector.
 - (2). Coordinate with departure controller receiving the Missed Approach.
- p. Advise appropriate ZAU Sectors when initiating configuration changes affecting Area F and Area G.
- q. Advise MALTA sector when C90 West Departure splits or combines with Kane Departure.
- r. Ensure local PIREPs are assigned to be entered into the AIS-R system. If issues preclude timely entry, direct flight data to forward the information to ZAU flight data.

4. Front Line Manager/Controller in Charge Assigned to South Satellite

- a. Shall stay engaged in Sectors 1-4 and South Satellite operations to ensure a safe and efficient flow of traffic especially during high risk operations. i.e. runway changes, emergencies, weather events, etc.
- b. Maintain awareness of the arrival configurations for ORD/MDW.

- c. Ensure compliance to traffic management initiatives.
- d. Monitor usage of the South Satellite light.
- e. Open and combine positions as traffic dictates.
- f. Ensure compliance from ZAU reference in trail restrictions/altitudes.
- g. Maintain awareness of weather trends and anticipate changes that may impact south satellite departure/arrival routes or arrival configurations.
- h. Reconfigure EFSTS when necessary.
- i. Ensure MDW ATPA configuration is correct.
- j. Initiate / Coordinate C90 Traffic Management Initiatives of South Satellite sectors including MDW Arrival Rate.
- k. Coordinate all special interest flights (e.g. Jena/Limo, photo missions) with the appropriate areas.
- l. Ensure the status page of the ISD4 is accurately maintained indicating any outages or information.
- m. Ensure PIREPS are solicited and broadcast as required by FAAO 7110.65.
- n. Ensure dissemination of information to all necessary control positions including configuration in use, PIREPS, SIGMETS, NOTAMS, etc.
- o. Maintain awareness and ensure compliance with current security initiatives.
- p. Ensure emergency receiver is selected at each overhead position.
- q. When warm weather limits the climb capability of eastbound MDW departures, advise C90 TMU to activate the MDW Data String to SBN.
- r. Advise Danville Sector of any airspace configuration changes that affect Sectors 1, 2 and 4.
- s. Advise South Bend and STREATOR which runway transition to issue MDW arrivals, interval and speed.
- t. Ensure local PIREPs are assigned to be entered into the AIS-R system. If issues preclude timely entry, direct flight data to forward the information to ZAU flight data.

5. Front Line Manager/Controller in Charge Assigned to Arrival

- a. Shall stay engaged in frontline operations, especially during high risk operations i.e. runway changes, emergencies, weather events, etc. The FLM shall also work as part of the team with the MAC and TMC, planning and overseeing the arrival flow to ensure a

safe and efficient flow of traffic. The Front Line Manager shall assume all responsibilities of the MAC when not staffed.

- b.** Open and combine positions as traffic dictates (feeder positions, MAC Position, monitors) or according to operational requirements.
- c.** Monitor compliance from ZAU reference in trail restrictions/altitudes and advise C90 TMU and OMIC of non-compliance.
- d.** Coordinate with C90 TMU and MAC any situation that may impact the arrivals.
- e.** Ensure STARS configuration is correct.
- f.** Ensure ORD ATPA configuration is correct.
- g.** Maintain awareness of weather trends and anticipate changes that may impact arrival configurations.
- h.** Coordinate all special interest flights (e.g. Jena/Limo, photo missions) with the appropriate C90 sectors.
- i.** Ensure the status page of the IDS4 is accurately maintained indicating any outages or information.
- j.** Ensure PIREPS are solicited and broadcast as required by FAAO 7110.65.
- k.** Ensure dissemination of information to all necessary control positions including configuration in use, PIREPS, SIGMETS, NOTAMS, etc.
- l.** Maintain awareness and ensure compliance with current security initiatives.
- m.** The FLM shall determine what type of approaches to conduct after discussion with the Radar Team (i.e., Duals, Trips, Staggers, Visuals, etc.). When the weather is below the following minima, Parallel Monitor positions must be opened unless the Final controller confirms Visual Approaches can be conducted:
 - (1). Duals – 4500'/10.
 - (2). Triples – 5500'/10.
 - (3). Closely Spaced – 6500'/10.
- n.** Follow and complete the configuration change checklist during or after a configuration change to ensure all important aspects have been accomplished. See Figure 4-1.
- o.** When coordination with ORD Tower is required, advise C90 TMU prior to conducting approaches to the trip runway.
- p.** Workload may be adjusted by the FLM to maintain a reasonable balance of duties and responsibilities.

- q. Ensure emergency receiver is selected at each overhead position.
- r. Coordinate EAST/WEST Flow as defined in RFD, SBN and ZAU LOA's. If the TMC position is combined to the Front Line FLM position, make the appropriate entry on the IDS4 Area Z and Area G boxes.
- s. Advise the ZAU BEARZ Sector when initiating configuration changes affecting Area F.
- t. The FLM will assign someone to write strips for a straight in Final Controller when the Arrival Strip Printer(s) are out of service.
- u. Notify front line controllers when CAT II/III approaches are/are not available.
- v. Maintain awareness of the arrival configuration for MDW. When MDW rwy 22L is in use be aware of dump zone changes.
- w. Ensure local PIREPs are assigned to be entered into the AIS-R system. If issues preclude timely entry, direct flight data to forward the information to ZAU flight data.

6. Front Line Manager/Controller in Charge Assigned to Break Rotation

- a. Control the break list.
- b. Assign training to be conducted including lab problems/proficiency, CBI and ELMS courses, and briefings.
- c. Approve/disapprove CPC and ATA spot annual leave requests.
- d. Determine the need for call-up overtime and staff to the appropriate number.
- e. Answer the phone.
- f. These duties may be combined with any other FLM position, except the Arrival FLM.

7. Main Arrival Coordinator

- a. The Main Arrival Coordinator (MAC) is a CIC position that operates under the direction of the FLM assigned to arrival. The primary role of the MAC is to balance the demand of ORD arrivals with the available runway capacity. This is achieved by coordinating arrival routes with adjacent facilities, establishing primary runway assignments, and making strategic turn-ins to maintain that balance. The MAC operates as part of a team with the FLM and TMC, planning and overseeing the arrival flow.
- b. The MAC must;
 - (1). Ensure that the traffic volume stays contained within the active descent areas in use and that position workload does not exceed the capacity of the Feeder/Final controllers to function safely and efficiently.

- (2). Coordinate adjustments/ restrictions to the traffic flow with adjacent facilities. Assist feeders/finals with landline communications if needed paying particular attention to straight in finals.

c. **Assistant MAC (AMAC)** shall perform duties as assigned by the MAC.

8. Daily Record of Facility Operations, FAA Form 7230-4

A "Q" shall be entered when conducting operations per C90 7110.65, Chapter 6, Simultaneous Approaches with one Glideslope Inoperable, stating any problems or lack of problems associated with the operation.

9. OJT Reporting Procedures

The Operations Manager/FLM in Charge shall inspect C90 Form 3120-25 for accuracy, ensure any necessary corrections are made, and bundle all completed forms for pickup by staff.

10. NOTAM Distribution

- a. NOTAMS shall be presented to the Operations Manager/FLM in Charge on duty for distribution. NOTAMS may be received via FDIO, fax or from the Plans and Procedures office.
- b. The Operations Manager/FLM in Charge shall evaluate the operational urgency of the NOTAM and advise the appropriate Operations Supervisor.
- c. The Operations Manager/FLM in Charge shall determine the distribution of the NOTAM to satellite facilities. Distribution will normally be accomplished by the Air Traffic Assistants.
- d. NOTAMS received via the FDIO shall be marked with the time and date of receipt, and initialed by the recipient.
- e. The Operations Manager/FLM in Charge shall evaluate the NOTAM and determine which course of action will be used to continue the dissemination. The Operations Manager/FLM in Charge may:
 - (1). Refer the NOTAM to the administrative offices for dissemination through read and initial binders or briefing items.
 - (2). Enter the information in the daily work sheet. If the NOTAM is not canceled by the end of the work day, the NOTAM shall be carried forward to the next day's log. NOTAMS listed in this manner shall be reviewed by every FLM at the beginning of their shift and a determination made whether to include the information in a particular operational briefing check list.
 - (3). Enter the information onto the status page of the IDS4.

- f. The Operations Manager/FLM in Charge shall forward the NOTAMs to the administrative offices along with the daily log at the end of the day. The NOTAMs shall be filed and retained with the daily logs.
- g. The Operations Manager/FLM in Charge shall monitor and ensure that when a NOTAM is cancelled all pertinent positions are notified of the cancellation, and the IDS4 status page is updated to reflect the cancellation.

11. Temporary Flight Restrictions (TFR)

Should the TRACON receive a request to establish a TFR, the OM/FLM-IC shall contact Chicago ARTCC for assistance.

- a. Collect the required information.
- b. Determine the parameters and specific FAR that would apply in issuing the TFR.
- c. Chicago ARTCC will assist in determining the coordinates and NAVAID bearing/distance of the event as necessary.
- d. Notify Chicago ARTCC when the TFR is to be cancelled.

Note: A TFR under FAR 91.137(a)(3) requires Regional Air Traffic Division approval unless reasonable efforts to contact the Region for such approval have proven unsuccessful and in the judgment of the manager further delay in the issuance of the TFR may be hazardous to aviation or ground operations surrounding the event.

Figure 4-1 Configuration Change Checklist**COORDINATION REQUIRED WITH –**
TMC

MAC

S. SAT FLM

DEPT FLM

OM

ZAU

ORD

MKE

SBN

RFD

ORD COORDINATION REQUIRED –
AGREEMENT ON TIME TO MAKE CHANGE

LAST ACFT FOR EACH RUNWAY

PROTECTING NEW DUMP ZONE/LAST DEPT'S INTO NEW DUMP

ENSURE – TECH OPS ADVISED OF NECESSARY LOCALIZER CHANGES IN TIMELY MANNER**ENSURE** – STARS CONFIGURATION**ENSURE** – RDVS CONFIGURATION**ENSURE** – ATPA CONFIGURATION**ENSURE** – CRDA ACTIVATION AND USE**ENSURE** – ADDITIONAL POSITIONS OPENED AS NEEDED**CONFIRM** - ARRIVAL RATE**REVIEW** - WX FOR POSSIBLE MONITORS

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Chapter 5 General Procedures

1. Prepare Equipment

- a. Ensure equipment is operating for optimum performance.**
 - (1). Visually check TCW for usability. In accordance with FAAO 7110.65, paragraph 5-1-2, Digital Terminal Automation Systems (DTAS) conducts continuous self-monitoring of alignment accuracy; therefore, controller alignment checks are not required.
 - (2). Verify that radio switches and associated position equipment settings for the position are correct. See Table 5-1.
- b. Set parameters to conform to responsibilities of position.**
 - (1). Filter limits.
 - (2). Offset if required.
- c. Utilize Equipment.**
 - (1). Utilize procedures governing use of equipment so that all information is requested, received, or transferred in correct format.
 - (2). Observe equipment presentations continually for information to be used in formulating control decisions.
 - (3). The IDS4 shall be the primary source of current weather reports for satellite airports.
 - (4). The visual and aural alarms, associated with the ATIS display box on the IDS4, shall be the primary method of notifying the TRACON of any changes to ATIS codes.
 - (5). Correlate IDS4 data received with other real-time information to ensure usability.
 - (6). Use backup equipment to accomplish tasks when primary equipment is not available.
 - (a) Standby transmitters are at each position and can be operated only by the position using that specific frequency.
 - (b) Emergency transmitters and receivers are located at the position most commonly used for that frequency.
- d. Reconfigure Equipment**
 - (1). Make changes to accommodate operational requirements.
 - (2). Operations Manager/Front Line Manager in Charge will decide which positions will be combined (Chapter 3, Table 3-2. identifies normal combinations).

- (3). Combining of positions to mid-shift operation must be done by each operational line (Satellite, Departure and Arrival) individually.
 - (4). Forward RDVS positions to the relieving position.
 - (5). Log in/off of the IDS4.
- e. Monitor Equipment
- (1). Continually observe position equipment for correct alignment and operation.
 - (2). Report equipment outages or malfunctions to Operations Manager/FLM in Charge.

Table 5-1 Chicago TRACON Primary Frequencies

<u>POSITION</u>	<u>FREQUENCY</u>
F FINAL	124.35 / shared 338.325
W FINAL	133.62 / 350.32
Z FINAL	119.0 / 292.12*
KUBBS FEEDER	125.7 / shared 377.15
PLANO FEEDER	135.07 / 379.90
OKK FEEDER	118.92 / shared 379.90
FARMM FEEDER	135.02 / 308.4
10R/28L PRM	128.05
10C/28C PRM	119.62
H FINAL	126.05 / shared 377.15
FUTURE QUAD FEEDER	128.57 / shared 338.325
NORTH DEPARTURE	134.4 / 363.22
SOUTH DEPARTURE	126.62 / 327.075
EAST DEPARTURE	125.0 / 379.27*
LOOP DEPARTURE	118.27 / 351.67
WEST DEPARTURE	135.275
NORTH SATELLITE	120.55 / 306.92 PLUS 120.25
KANE DEPARTURE	125.4 / 254.275
SECTOR 1	128.2 / 353.87*
SOUTH SATELLITE HAND-OFF	132.175
SECTOR 2	119.35 / 354.075
SECTOR 3	133.5 / 349.0
SECTOR 4	127.875 / 285.6 PLUS 133.1
AIRSHOW	124.425 / 257.97

* 121.5 / 243.0 are available at all positions and must be monitored by Sector 1, East Departure and the Z final.

2. Prearranged Coordination (P-ACP)

a. These procedures are established for:

- (1). The O'Hare and Satellite Departure Control positions to climb aircraft with reference to O'Hare and South Satellite arrivals.
- (2). When MDW is on RWY 22L configuration and Loop Sector is open, Sector 1 must remain south of an east/west line through HOBEL while utilizing Prearranged Coordination within Feeder Airspace
- (3). The South Satellite Departure Control position to climb eastbound aircraft with reference to Loop Departure control, within the confines of Loop departure airspace.
- (4). The South Satellite Departure Control position to climb southbound departure aircraft with reference to O'Hare Departure Control, within the confines of the south departure corridor, south of an east/west line through the MDW airport, exclusive of any ORD Arrival descent area in use.
- (5). Other than South Satellite southbound departure traffic and traffic detailed in paragraph 2.a.(2), satellite must not climb above 4,000 feet without coordination with O'Hare departure control within 20NM of ORD.
- (6). Sector 1 to climb aircraft within Sector 2 airspace.
- (7). Arrival specific (graphics in Chapter 6 traffic patterns):
 - (a) West Flow Three runway Center high
 1. The center final controller may penetrate the north runway and south runway final airspace.
 2. The south final controller may penetrate the MDW 22L Protection Area.
 - (b) West Flow Three runway South high
 1. The center final controller may penetrate the north runway final airspace and may penetrate the MDW 22L Protection Area.
 2. The south final controller may penetrate the center runway final airspace.
 - (c) West Flow Two runway – the south final controller may penetrate the north runway final airspace and may penetrate the MDW 22L Protection Area.
 - (d) East Flow Three runway Center high – the center final controller may penetrate the north runway and south runway final airspace.
 - (e) East Flow Three runway South high
 1. The center final controller may penetrate the north runway final airspace.
 2. The south final controller may penetrate the center runway final airspace.

- (f) East Flow Two runway – The south final may penetrate the north runway final airspace.
- b. Pre-arranged coordination is not authorized unless all affected positions are in the same MODE (FSL or EFSL).
- c. Controllers who penetrate another controller's airspace using P-ACP must display data block information of that controller's aircraft which must contain, at a minimum, the position symbol and altitude information.
- d. Controllers who penetrate another controller's airspace using P-ACP must determine whether the lead aircraft requires wake turbulence separation behind it.

3. Departure Hold Messages

Advise the affected position if an aircraft under your position's control acquires on an erroneous data tag. The affected position must advise the appropriate ZAU sector to "scratch and hold" the aircraft's flight plan. Example: A south satellite east departure departs with an incorrect beacon code, acquiring as an ORD Kane departure (K position). Sector 4 advises ORD Kane departure, who in turn advises ZAU Malta to "scratch and hold" the aircraft's flight plan.

4. Minimum Vectoring Altitude Charts

- a. The Minimum Vectoring Altitude (MVA) for the Chicago TRACON is:
 - (1). The lowest MSL altitude at which an IFR aircraft will be vectored by a radar controller, except as otherwise authorized for radar approaches, departures and missed approaches.
 - (2). The lowest MSL altitude which meets IFR obstacle clearance criteria.
 - (3). To be utilized for radar vectoring only upon the controllers determination that an adequate radar return is being received from the aircraft being controlled.
 - (4). Personnel shall use the Minimum Vectoring Altitude chart that applies to the radar sensor/mode in use.
 - (a) The 3NM MVA chart for the C90 terminal ASR-9 radars is depicted in Figure 5-1 and includes ORD, ORN, QXM, DPA and MKE ASR-9s.
 - (b) The 5NM MVA chart for the long range radars available to C90 is depicted in Figure 5-2 and includes JO3, QHC and CPV.

Note: If you are using the 5 NM MVA chart, the Willis Tower waiver is not authorized.
- b. No procedures have been determined which require altitude assignments to S/VFR or VFR aircraft which are less than the MVA (FAAO 7210.3).

Figure 5-1 C90 3NM MVA Chart

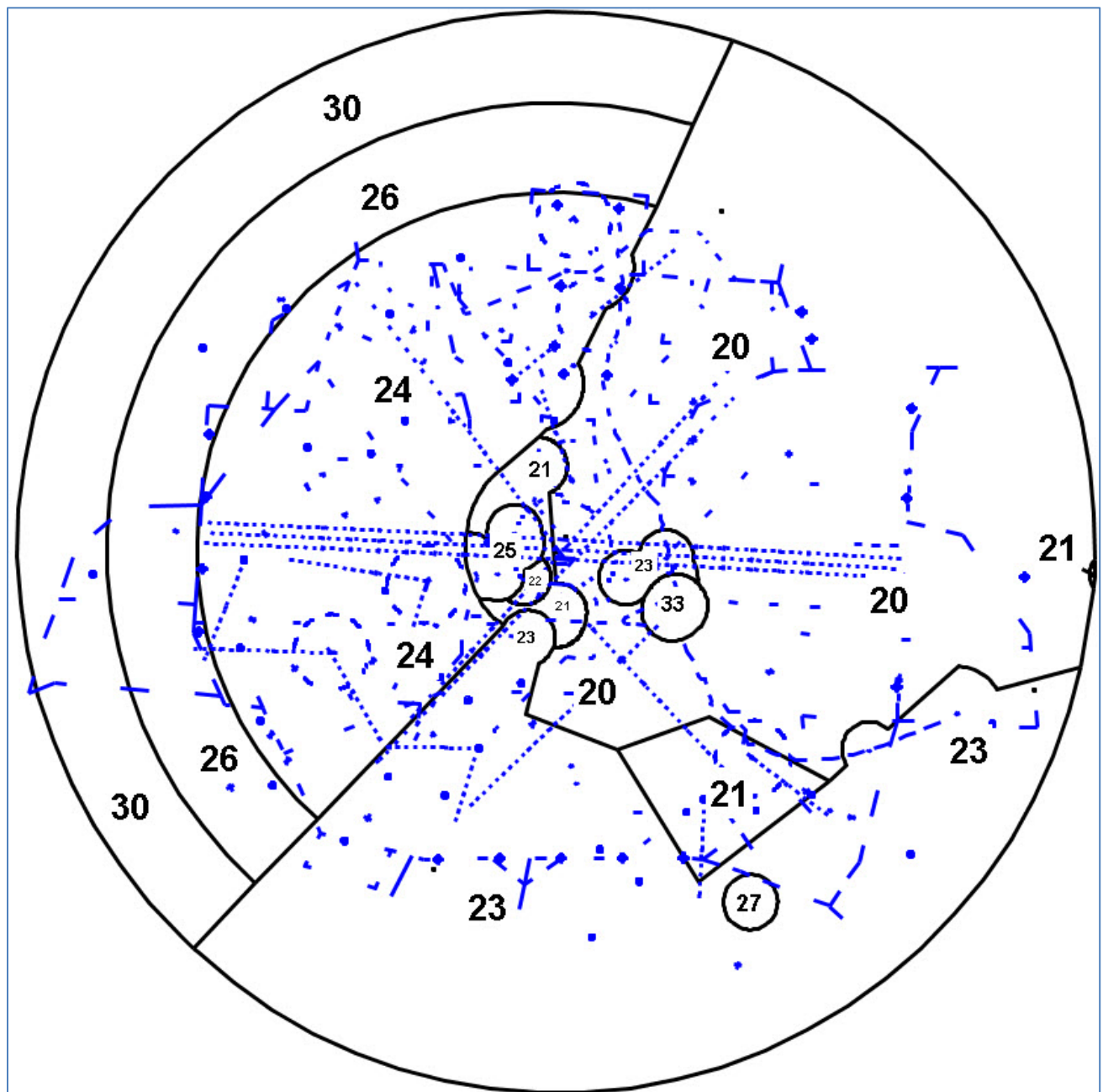
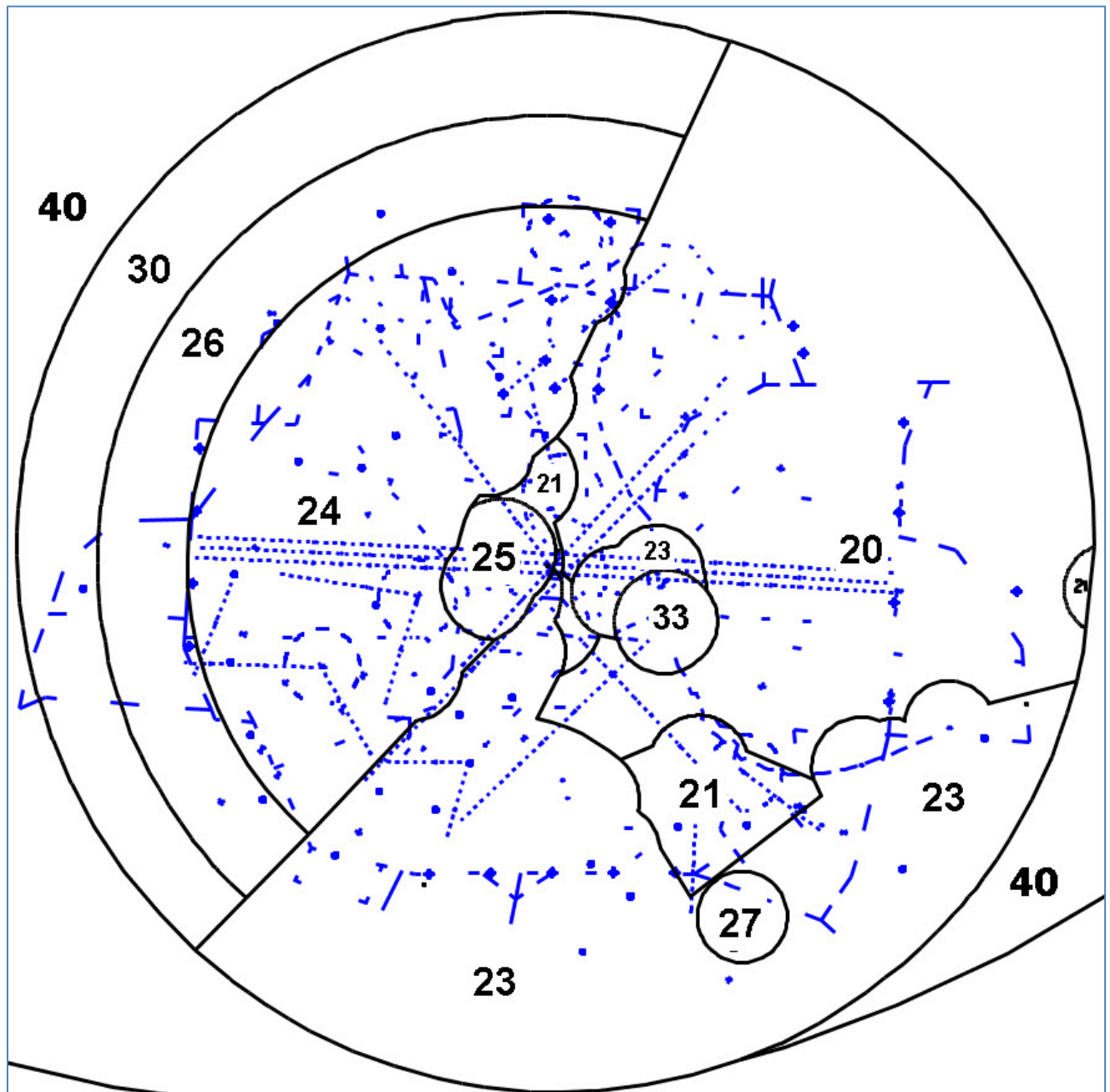


Figure 5-2 C90 5NM MVA Chart



5. Fix Pronunciations

As much as possible fix names are designed to be pronounceable. The following is a list of frequently used fixes in the airspace and their pronunciations:

ACITO	AH-SEE-TOE
BACEN	BACON
BUGSE	BUG-ZEE
CHSTR	CHESTER
CMSKY	COMISKY
DUFEE	DUFFY
EARND	EARNED
GRABL	GRAY-BULL
HZLET	HAYSLETT
LEWKE	LOU- KEY
MOBLE	MOW-BULL

6. Coordination Agreements

In general, coordination agreements are allowed. Coordination agreements between positions shall include specific altitudes and geographic locations (i.e. east of a north/south line through PAPPI and south of V84, descending to 5,000 ft.) and a written notation at each affected position to ensure information is passed during relief briefings.

7. Single Person TRACON Operations

- a. In the event a Tower within C90 airspace contacts a control position to advise they are in a Single Person operational status, the controller must advise the OM/FLM-IC.
- b. In the event the OM/FLM-IC is advised that a Tower within C90 airspace is in a Single Person operational status, they must:
 - (1). Coordinate with all applicable positions at C90.
 - (2). Notate the Tower is in Single Person status on page 0202 Equipment Outages on the IDS4.
 - (3). Ensure the required coordination is implemented as outlined in the associated Letter of Agreement (LOA).
- c. When the Tower within C90 airspace advises they are no longer in a Single Person operational status, the OM/FLM-IC must:
 - (1). Coordinate with all applicable positions at C90.
 - (2). Remove the notation the Tower is in Single Person status from page 0202 Equipment Outages on the IDS4.
- d. Prior to C90 reaching Single Person operations status, the OM/FLM-IC must contact the Air Traffic Manager (ATM) or designee.

- e. Between the hours of 0000L-0500L or anytime C90 is being operated with one ATCS, he/she must contact the following and advise them that C90 is in a Single Person operation and implementing Single Person operations as outlined in the associated Letters of Agreement (LOAs):
 - (1). ORD ATCT
 - (2). MDW ATCT
 - (3). ZAU
- f. C90 shall contact ORD ATCT, MDW ATCT, ZAU and the ATM or designee and advise when no longer in a Single Person operation.

8. Wake RECAT

Apply wake turbulence re-categorization separation minima as authorized in National Directives, Facility Authorization and Letters of Agreement.

Chapter 6 O'Hare Arrivals

1. O'Hare Approach Control

a. General Procedures.

- (1). Provide radar service, information, and control instructions to ORD arrivals and aircraft operating in FINAL and FEEDER airspace.
- (2). Operate within the Radar Team Concept IAW FAA JO 7110.65, Chapter 2-10-2, Terminal Radar Team Position Responsibilities.

b. Position Description.

(1). Main Arrival Coordinator (MAC) must:

- (a) Assign each feeder a primary runway and coordinate any subsequent changes, (i.e. turn-ins).
- (b) Coordinate with Feeders/Finals any changes to altitudes, airspeeds, in-trail spacing and/or headings as necessary.
- (c) Coordinate all in-house ORD arrivals on an individual basis.
- (d) Be responsible for coordination involved with missed approaches which will ensure separation with arrival traffic.

(2). Feeder(s) must:

- (a) Accept hand-offs from ZAU and adjacent facilities for ORD arrivals.
- (b) Initiate hand-offs to the appropriate Feeder/Final position.
- (c) Be responsible for initial control and sequence of aircraft to the active descent area as directed by the MAC. Although the MAC is responsible for the overall flow, the Feeders are expected to adjust speed/interval to ensure Finals remain within their descent area(s), and coordinate with other Feeders as necessary to provide appropriate in-trail spacing.
- (d) Ensure all necessary positions are aware of any arrival aircraft that is disassociated from the data tag.
- (e) Ensure that all arriving aircraft are tagged with the appropriate Wake Category and Type aircraft indicators.
- (f) Be responsible for coordination with the associated adjacent facility sectors, and keep the MAC informed of any situation or condition that may impact the operation.

- (g) Feed aircraft to the appropriate Final/Feeder at altitudes as depicted in this chapter.
 - (h) Feeder to Feeder: on an arrival/heading, as depicted in this chapter, that will enter the receiving controller's airspace. Accomplish communication transfer no later than ORD 15 DME provided handoff has been completed and all conflicts have been resolved. Receiving feeder has control on contact unless otherwise coordinated or as further restricted in this chapter.
 - (i) Feeder to Final: on a lead-in, downwind, or base heading, or an arrival, as depicted in this chapter. Accomplish communication transfer to Final as soon as possible provided handoff has been completed and all conflicts have been resolved. Final has control on contact unless otherwise coordinated, or as further restricted in this chapter.
- (3). Final(s) must:
- (a) Accept handoffs from Feeders, and/or adjacent facilities when appropriate, and provide final sequence to their primary runway.
 - (b) Initiate handoffs to other Feeders/Finals as directed by the MAC
 - (c) Ensure Local Control (LC) is aware of any arrival aircraft that is disassociated from the data tag.
 - (d) Inform Local Control (LC) and the MAC about any missed approach that will continue inbound on the localizer.
 - (e) When vectoring a straight in fix and/or assuming Feeder airspace, the Final controller must be responsible for coordination with the associated adjacent facility sectors. A final controller may assume close in Feeder airspace and responsibilities if all aircraft from that fix are intended for their runway.
 - (f) Keep the MAC informed of any situation or condition that may impact the operation.
 - (g) In accordance with FAAO 7110.65, para.7-9-3, the final controller shall inform any aircraft that exits and re-enters the class B airspace of re-entry prior to changing aircraft to parallel monitor frequency.
 - (h) When conducting approaches to parallel runways, assign a speed of 210kts or less, prior to, or with, downwind to base turn.
NOTE: Controllers should exercise good judgement in considering effects of wind.
 - (i) Center Final controller may utilize prearranged coordination to operate within the MDW 22L Protection Area.

- (j) Aircraft intercepting their final approach course inside their (Instrument or Visual) Capture Point must:
 - 1. be coordinated with all Final Controllers.
 - 2. provide a minimum of 1,000 feet vertical or 3 miles radar separation from the parallel traffic until established on final approach course. Visual separation or Visual Approach Clearance does not relieve controllers from this restriction.
 - 3. not to be a consistent or repetitive operation.

(4). Parallel Monitor(s) must:

- (a) Ensure transmit/receive and override capability on the local control and PRM frequency when required, are functioning once per day when used, prior to monitoring. Advise the FLM when checks are complete.
- (b) Utilize QuickLook Plus feature to display full data blocks of ORD arrival aircraft.
- (c) Normally operate in Fused mode or, when conducting PRM approaches operate in single-sensor mode with the ORN (North sensor) selected. Sensor changes must be coordinated with the FLM/OM to ensure PM's have the same radar sensor selected.
- (d) Utilize an off-center scope displaying out 28NM using 2NM range marks and/or ATPA.
- (e) Enter landing runway in scratch pad when the aircraft reports on tower frequency.
- (f) When conducting PRM approaches:
 - 1. Select FMA, utilizing a 4:1 (Magnify 4) aspect ratio.
 - 2. Utilize a 1:1 aspect ratio display to vector aircraft during breakout.
- (g) Assume responsibility for separation of aircraft that are on the tower frequency and established on the appropriate final approach course. Responsibility for longitudinal separation transfers to LC when the trailing aircraft crosses the final approach fix.
- (h) Initiate action to have the aircraft transferred to the appropriate LC frequency prior to loss of approved separation.

2. Dual Simultaneous Approaches (Includes Independent, Dependent and Widely Spaced Operations).

- a. Traffic must be established on final, at the Turn-On Altitude prior to the Capture Points defined in Table 6-1.

Table 6-1 Dual Simultaneous Turn-On Altitudes and Capture Points

ARRIVAL RUNWAY	TURN-ON ALTITUDE	CAPTURE POINT
LOW RWY	4,000	6,000 FIX
HIGH RWY	AOA 5,000	6,000 FIX

- b. Traffic vectored for the low runway must be at the Turn-On Altitude prior to 3NM from the high runway FAC.
- c. Final controllers are responsible for separation until the aircraft is established on their final approach course and on the local control frequency, or, until their separation responsibility terminates.
- d. Independent Approaches: Aircraft must be instructed to contact the appropriate local control frequency prior to the Capture Points but no further out than 25 NM final.
- e. Dependent and Widely Spaced Approaches: High Runway Final Controllers normally set the spacing interval.

3. Triple Simultaneous Approaches.

- a. Three Final positions will be used.
- b. Final controller should display the Capture Point map or Capture Bar map.
- c. Traffic must be established on final at the Turn-On Altitude and instructed to contact the appropriate LC frequency by the Capture Points (Table 6-3) but no further out than 25NM final.

Table 6-2 East/West Flow Final Configuration

POSITION SYMBOL	POSITION NAME	ARRIVAL RUNWAY/FINAL
F	F FINAL	NORTH
Z	Z FINAL	MIDDLE
W	W FINAL	SOUTH

Table 6-3 Triple Simultaneous Turn-On Altitudes and Capture Points

ARRIVAL RUNWAY	TURN-ON ALTITUDE	CAPTURE POINT
LOW Altitude	4,000	6,000 FIX
HIGH Altitude	AOA 7,000	8,000 FIX
MIDDLE Altitude	5,000 6,000	7,000 FIX 8,000 FIX

- d. Traffic vectored for the low altitude and middle altitude runway must be at the Turn-On Altitude for the appropriate Capture Point prior to 3NM from other final approach courses.

4. Visual Approach Procedures.

- a. Final controller should display the visual capture bar map.
- b. When conducting Visual Approaches to 10R, aircraft must be advised to expect to fly the ILS/RNAV Y 10R FAC. This may be accomplished via the ATIS. Controllers must use the ILS/RNAV Y 10R approach fixes to ensure the crossing, speed and communication transfer fixes are consistent between ATC and pilots.
- c. Dual Runway Procedures:
- (1) The controller vectoring to the low runway is responsible for separation from parallel runway traffic.
 - (2) Traffic must be established on final, at the Turn-On Altitude, prior to the Capture Points defined in Table 6-4.

Table 6-4 Dual Simultaneous Turn-On and Capture Points

ARRIVAL RUNWAY	TURN-ON ALTITUDE	VISUAL CAPTURE POINT/BAR
LOW RWY	4,000	5,000 FIX
HIGH RWY	AOA 5,000	5,000 FIX

- (3) Traffic vectored to the low runway must be at the Turn-On Altitude prior to 3NM from the high runway FAC.
- (4) Traffic vectored to the high runway must intercept the FAC at or above 5,000 and may be issued an instrument or visual approach.

d. Triple Runway Procedures

- (1) Traffic vectored to the High runway may be issued an instrument or visual approach. Aircraft cleared for a visual approach must be instructed to fly the localizer.
- (2) The controllers vectoring to the outboard runways are responsible for separation from parallel runway traffic.
- (3) Traffic must be established on final, at the Turn-On Altitude prior to the Capture Points defined in Table 6-5.

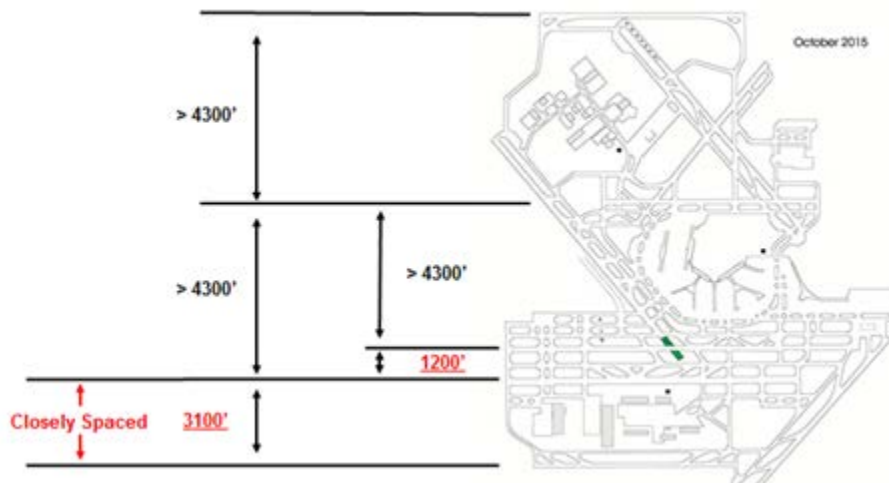
Table 6-5 Triple Simultaneous Turn-On Altitudes and Capture Points

ARRIVAL RUNWAY	TURN-ON ALTITUDE	VISUAL CAPTURE POINT/BAR
LOW Altitude	4,000	5,000 FIX
HIGH Altitude	AOA 7,000	7,000 FIX
MIDDLE Altitude	5,000 6,000	6,000 FIX 7,000 FIX

- (4) Traffic vectored to the low altitude and middle altitude runway(s) must be at the Turn-On Altitude for the appropriate Capture Point prior to 3NM from the nearest FAC.

e. ORD Runway 10R Visual Approach Waiver:

- (1) Authorizes C90 TRACON personnel to apply the provisions of FAA Order JO 7110.65, Paragraph 7-4-4c3, "Approaches to Multiple Runways", contained in Appendix B, and should only be used in non-standard situations.
- (2) Aircraft must be instructed by C90 to intercept a Runway 10R "Y" (Instrument Landing System [ILS] Localizer [LOC] or Area Navigation [RNAV] Global Positioning Satellite [GPS] FAC, no later than the FAF, when applying the provisions of this waiver.

Figure 6-1 Closely Spaced

5. Simultaneous ILS Approaches with One Glide Slope Inoperable

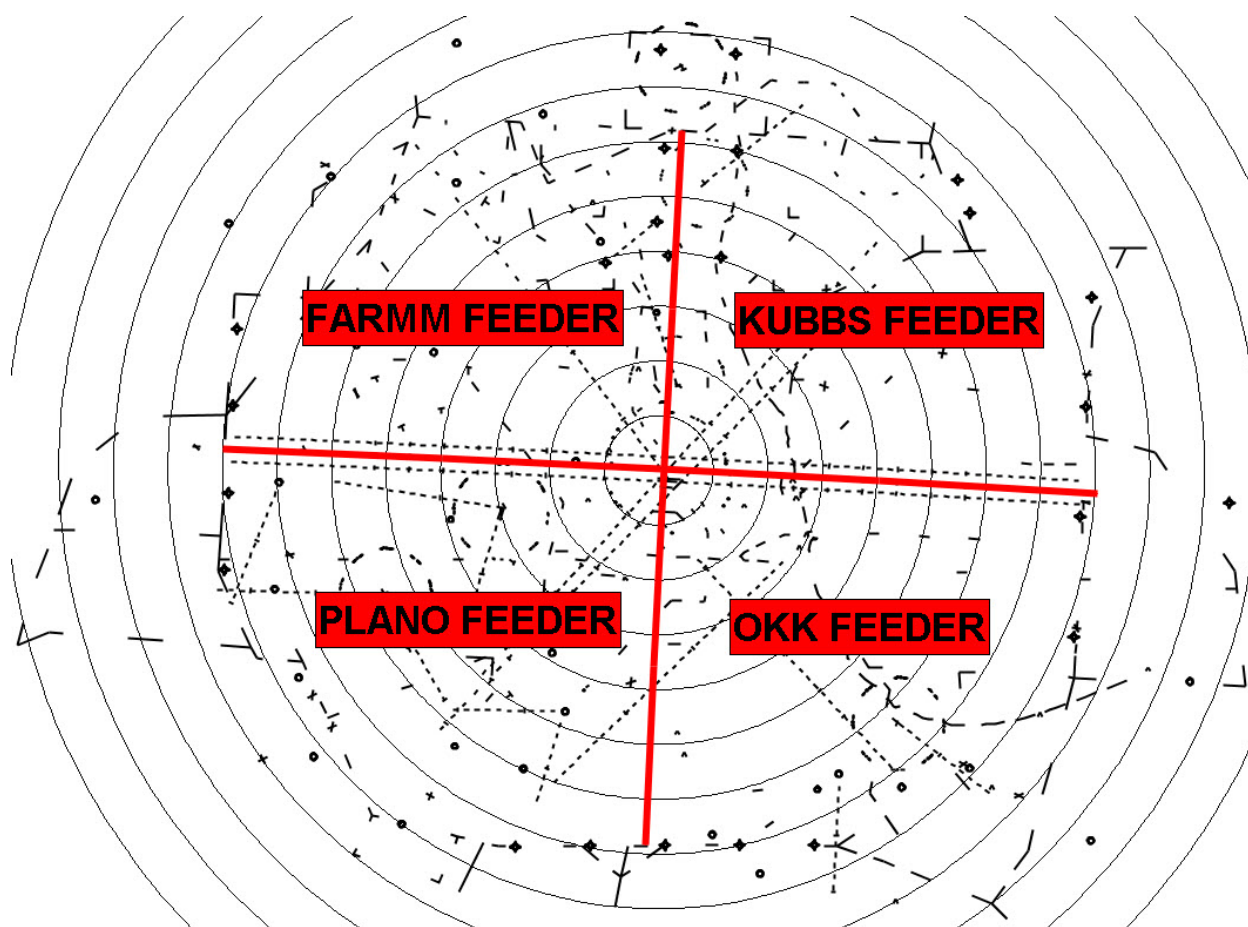
- a. Outages of 29 days or less: C90/ORD is authorized to conduct Simultaneous Independent approaches when there is an outage of the glideslope lasting 29 days or less, in accordance with those provisions contained in Appendix “C” of this order. Operations are contingent upon the loss of only one glideslope, and if a second glideslope fails operations within this Contingency Plan are no longer authorized.
- b. Outages of 30 days or more: Only authorized with a pre-approved waiver from Air Traffic Safety Oversight Service (AOV).

6. O’Hare Approach Control Airspace

- a. Chicago TRACON Feeder controllers are delegated that airspace as depicted in Figure 6-2. Defined airspace for each of the Feeder controllers is configuration specific and detailed in the graphic for each arrival configuration.
- b. ORD Finals are delegated that airspace within the active descent area as depicted in this chapter.

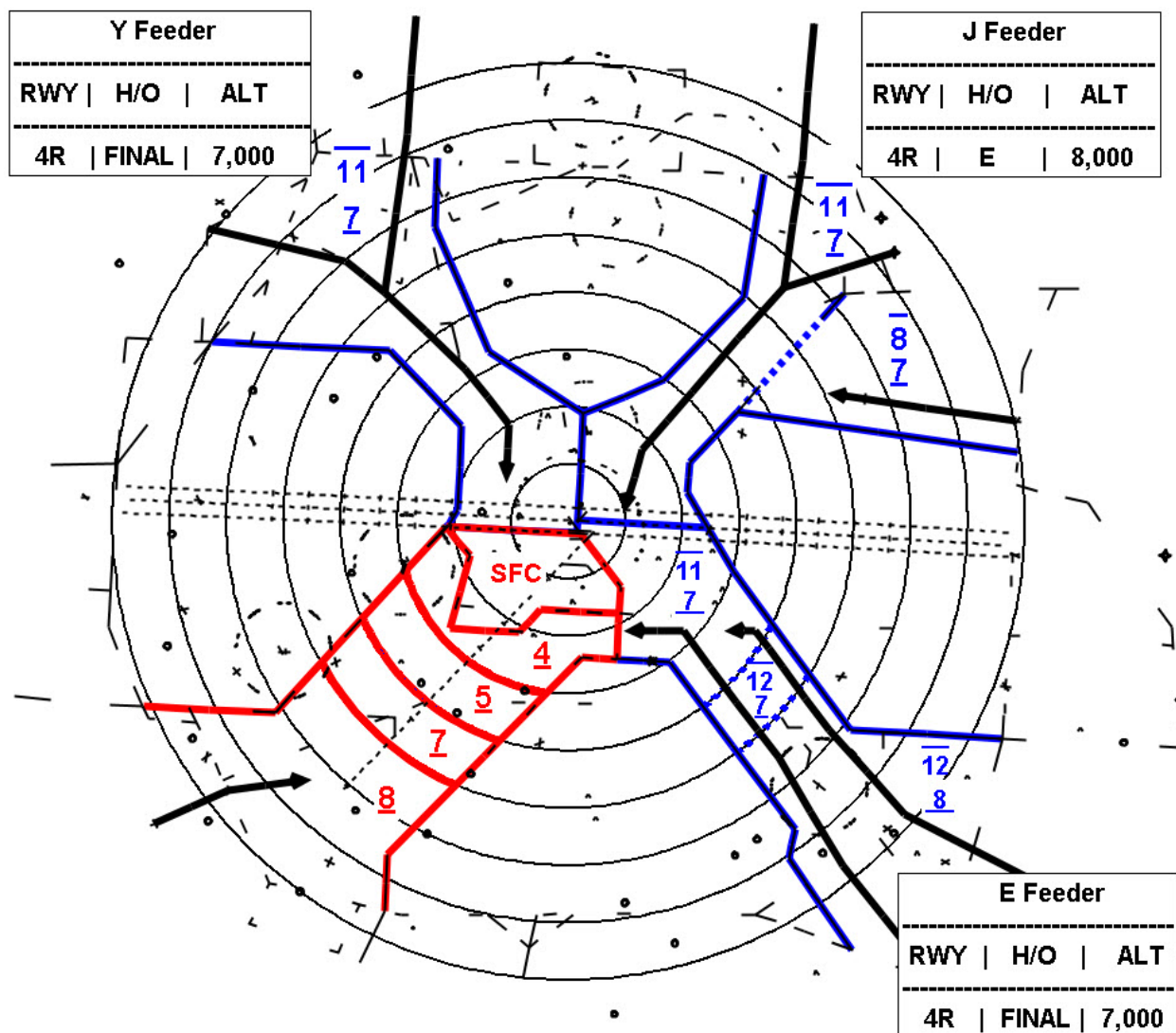
- c. Final shall not descend into the descent area until ensuring diverging or 3NM lateral separation exists from departure aircraft on ORD Tower assigned headings that parallel the descent area.
- d. ORD feeder boundaries are uncommon with ORD departures and South Satellite. Feeders may operate to airspace boundary.

Figure 6-2 Feeder Controller Airspace



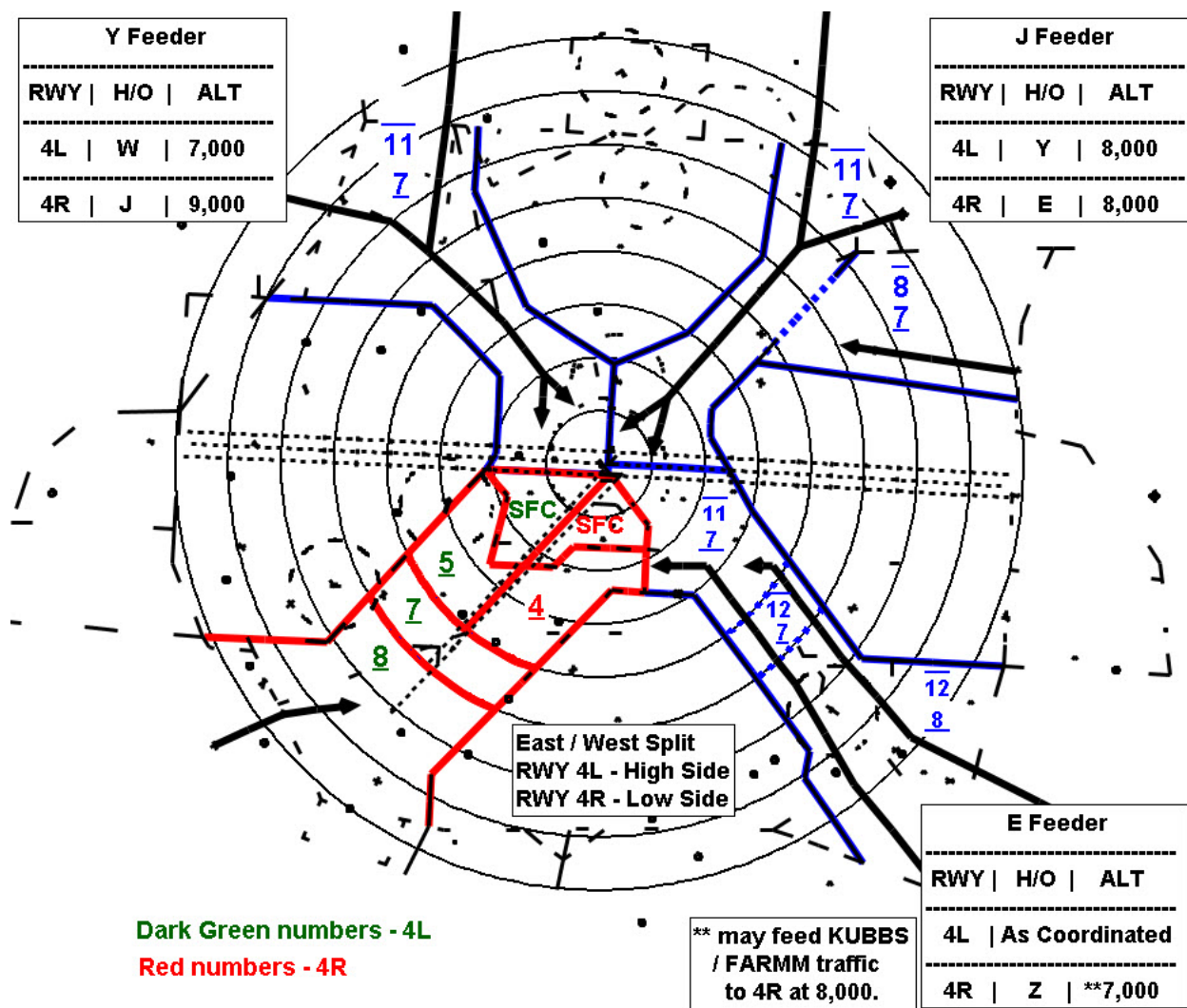
7. 4R Only Configuration

Figure 6-3 4R Only



8. 4R-4L Configuration

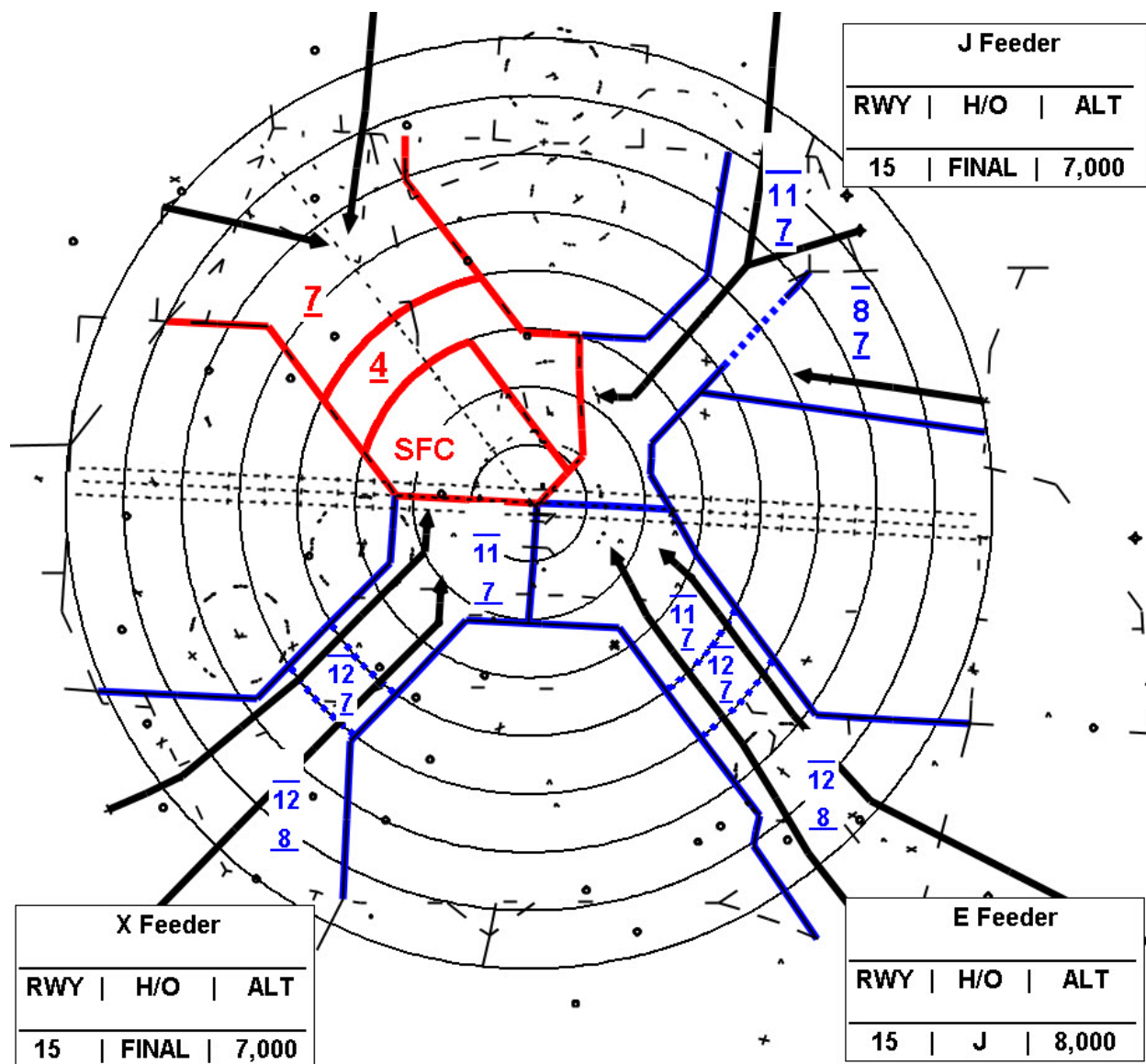
Figure 6-4 4R/4L Traffic Patterns



Note: SIMULTANEOUS INDEPENDENT APPROACHES TO WIDELY-SPACED PARALLEL RUNWAYS WITHOUT FINAL MONITORS are authorized.

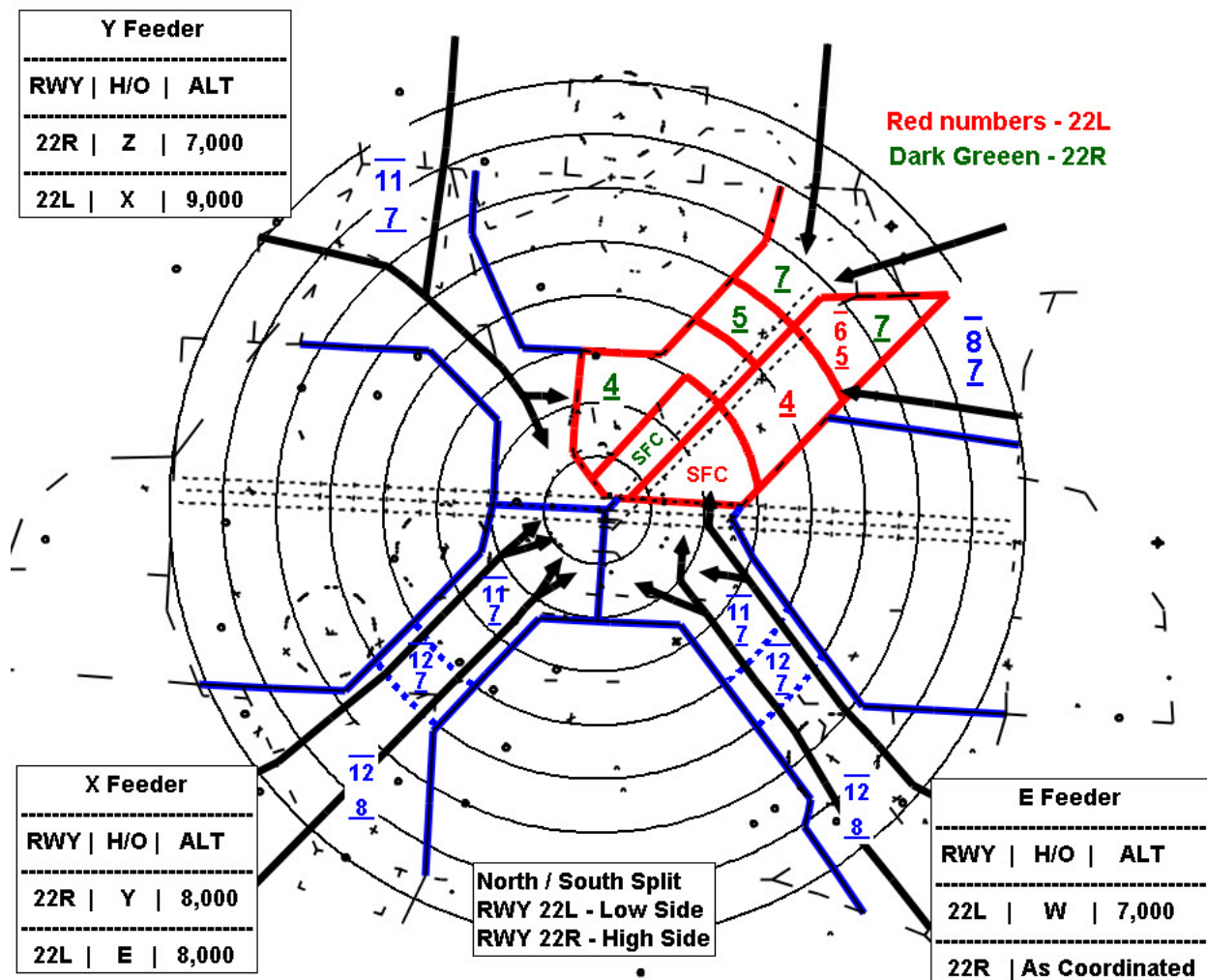
9. 15 Configuration

Figure 6-5 15 Traffic Pattern



10. 22R—22L Configuration

Figure 6-6 22R/22L Traffic Patterns



Note: SIMULTANEOUS INDEPENDENT APPROACHES TO WIDELY-SPACED PARALLEL RUNWAYS WITHOUT FINAL MONITORS are authorized. Must use ILS 22L Approach.

Restriction: FARMM Feeders may feed PLANO traffic to 22R at 8000.

11. West Flow Configuration Three Runway- Center High

Figure 6-7 West Flow Three Runway Center High Traffic Patterns

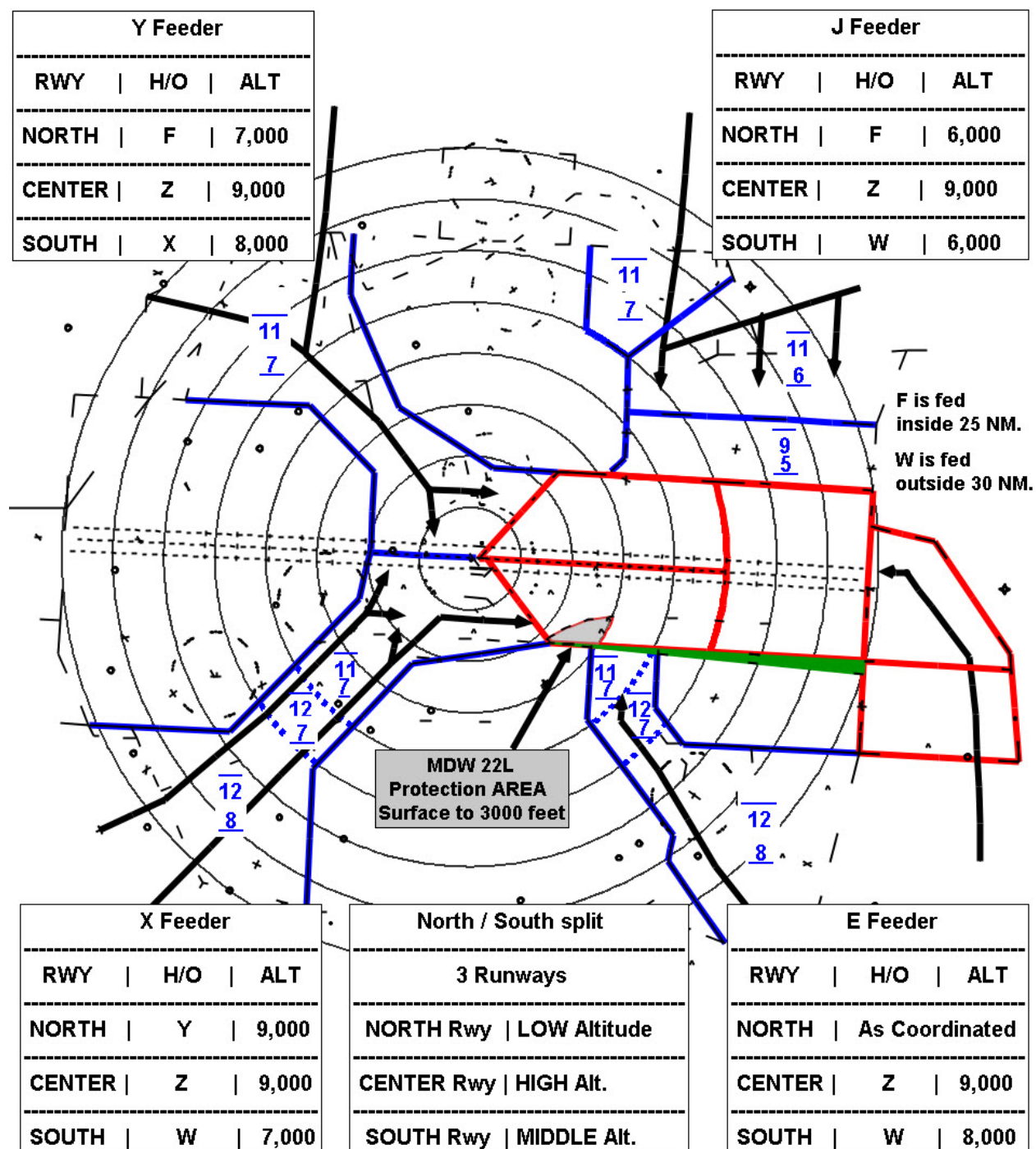
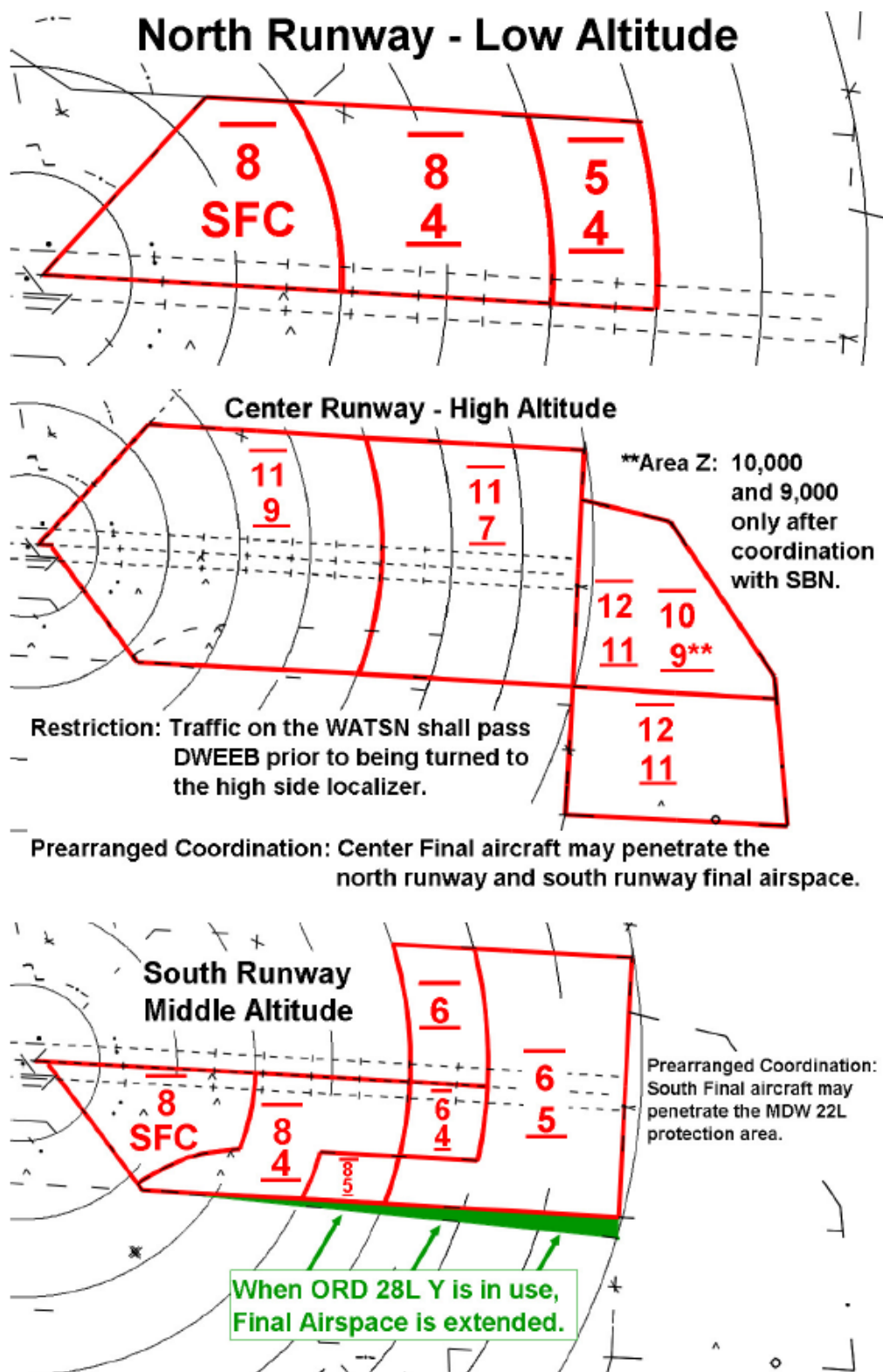


Figure 6-8 West Flow Center High Specific Traffic Patterns



12. West Flow Configuration – Three Runway – South High

Figure 6-9 West Flow Three Runway South High Traffic Patterns

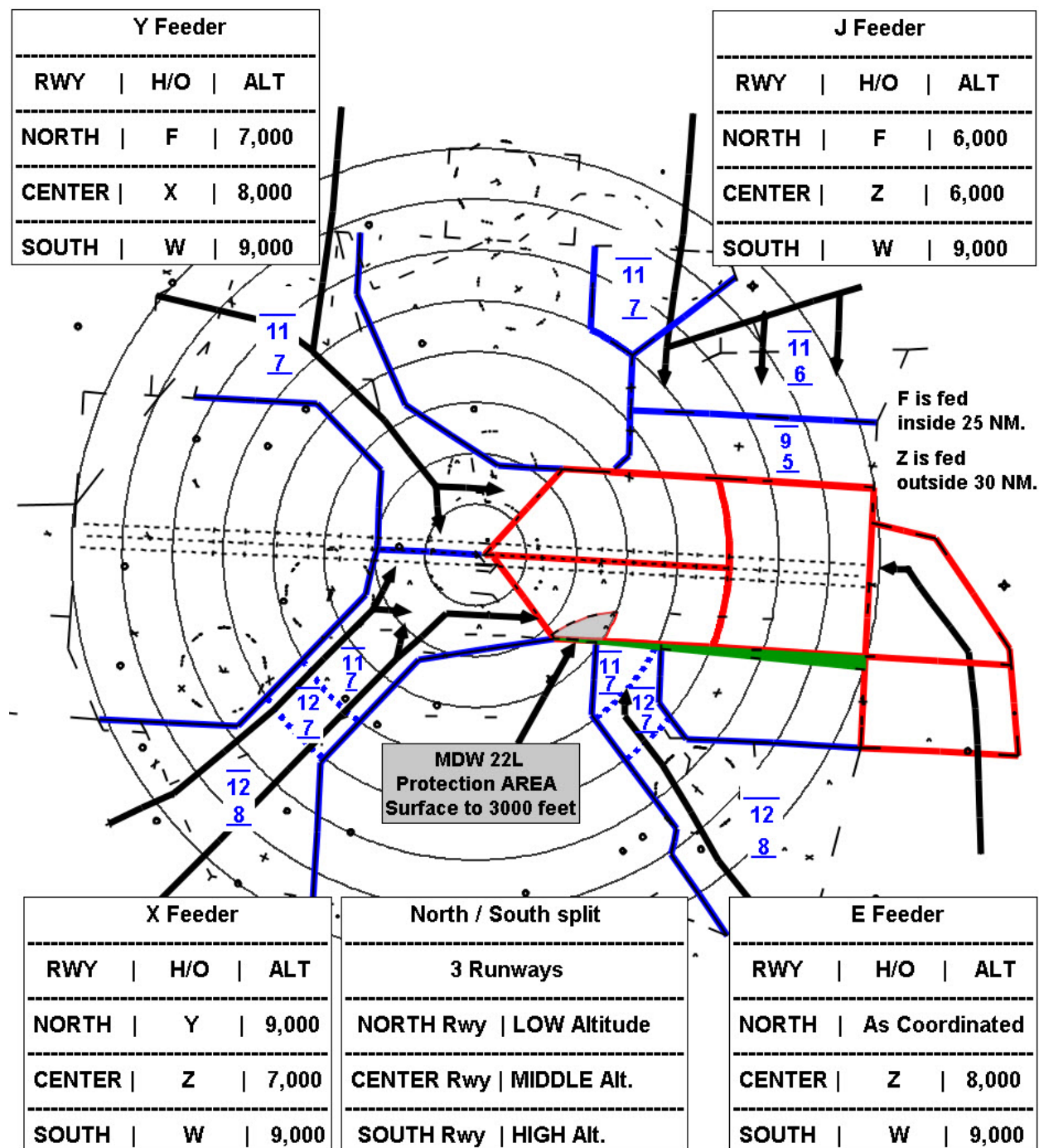
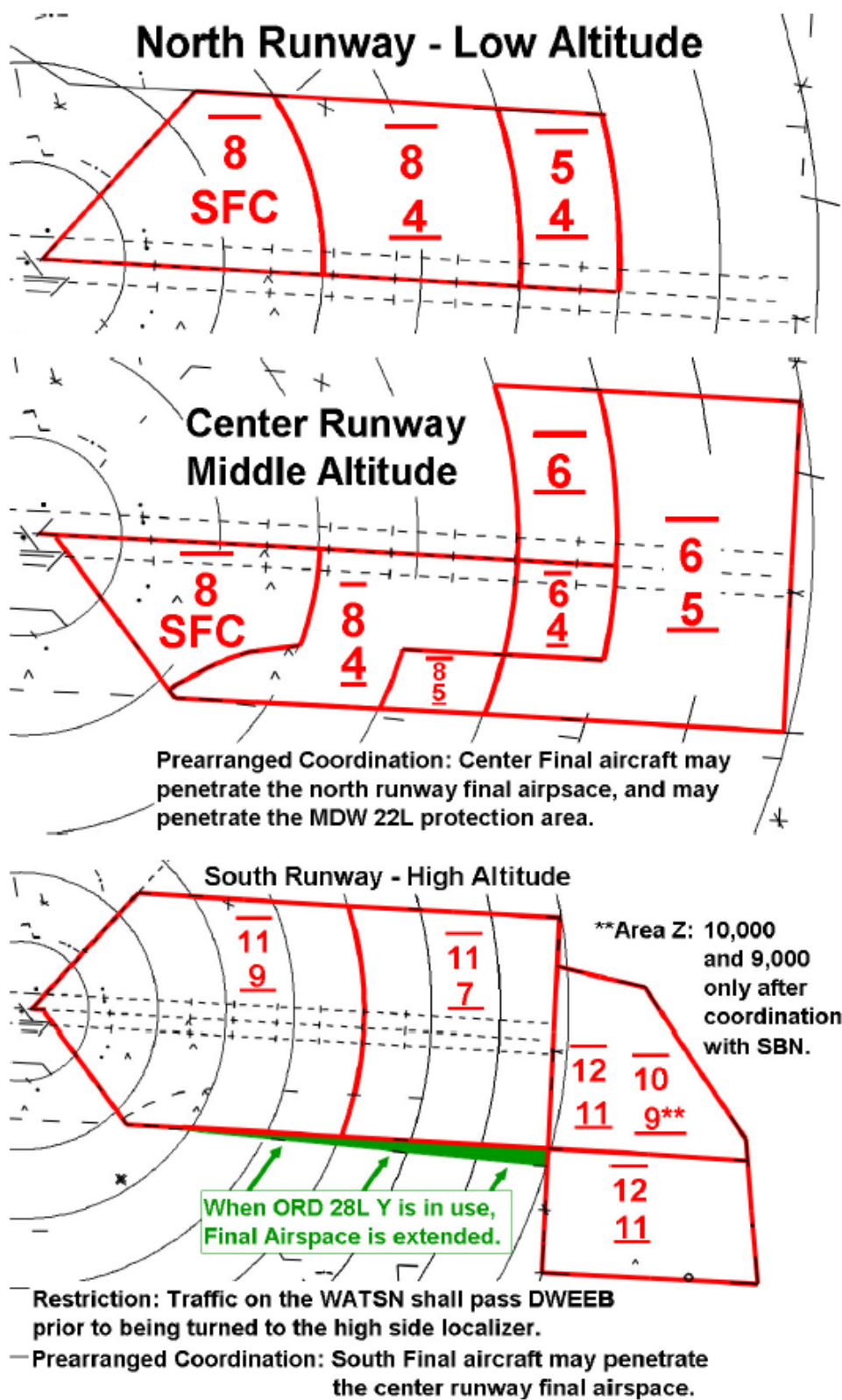


Figure 6-10 West Flow South High Specific Traffic Patterns



13. West Flow Configuration – Two Runway

Figure 6-11 West Flow Two Runway Traffic Patterns

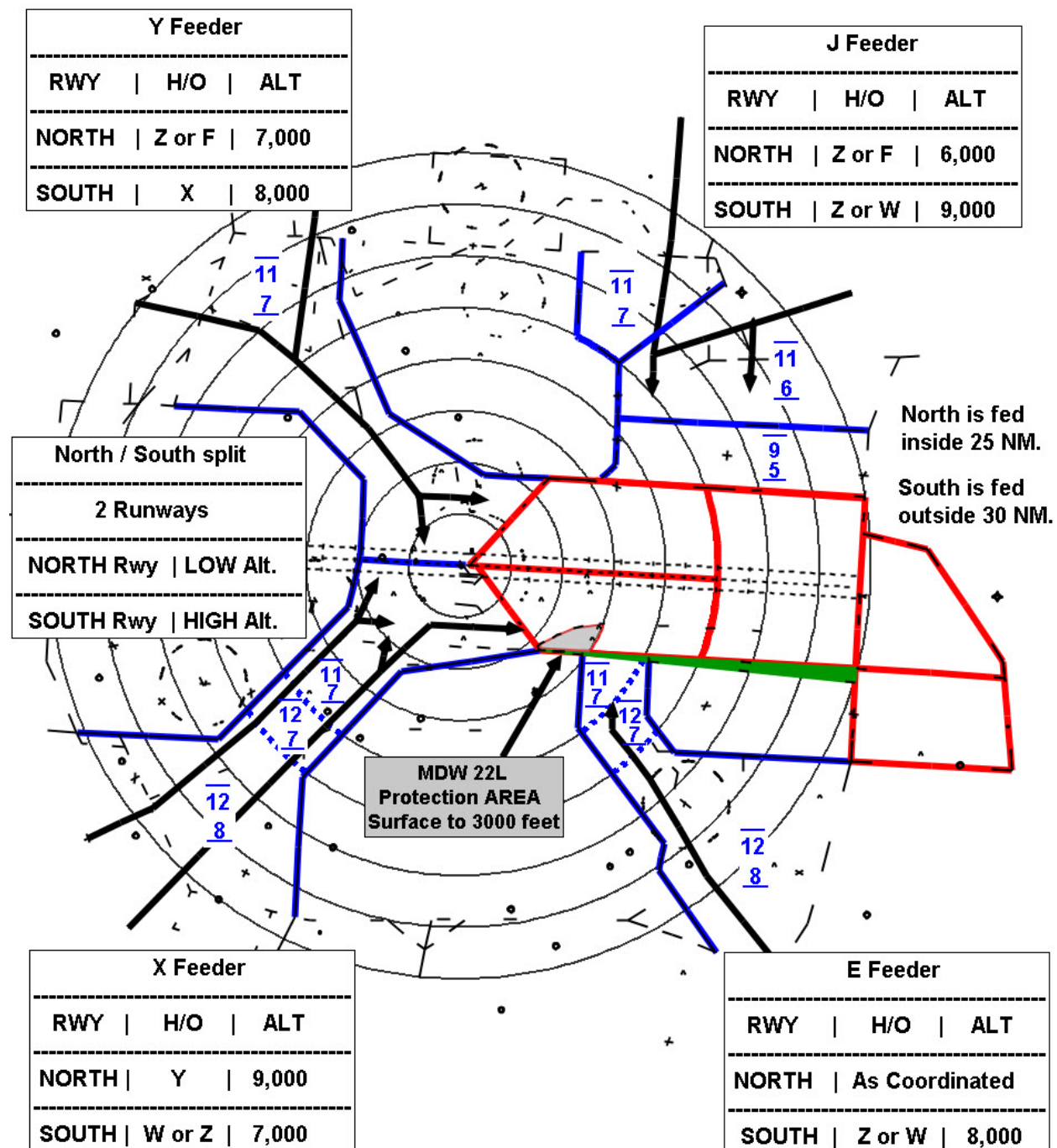
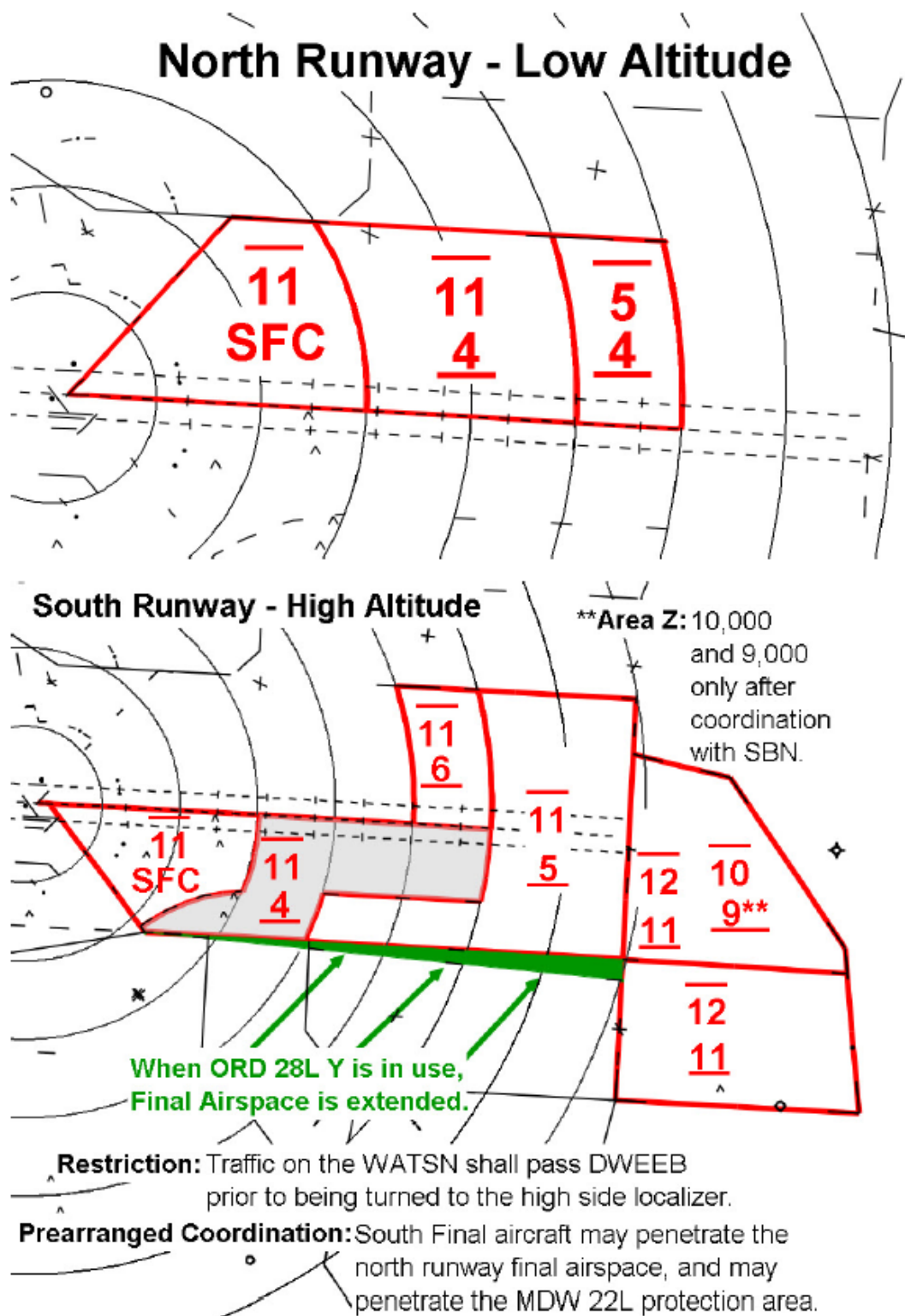


Figure 6-12 West Flow Two Runway Specific Traffic Patterns



14. East Flow Configuration – Three Runway - Center - High

Figure 6-13 East Flow Three Runway Center High Traffic Patterns

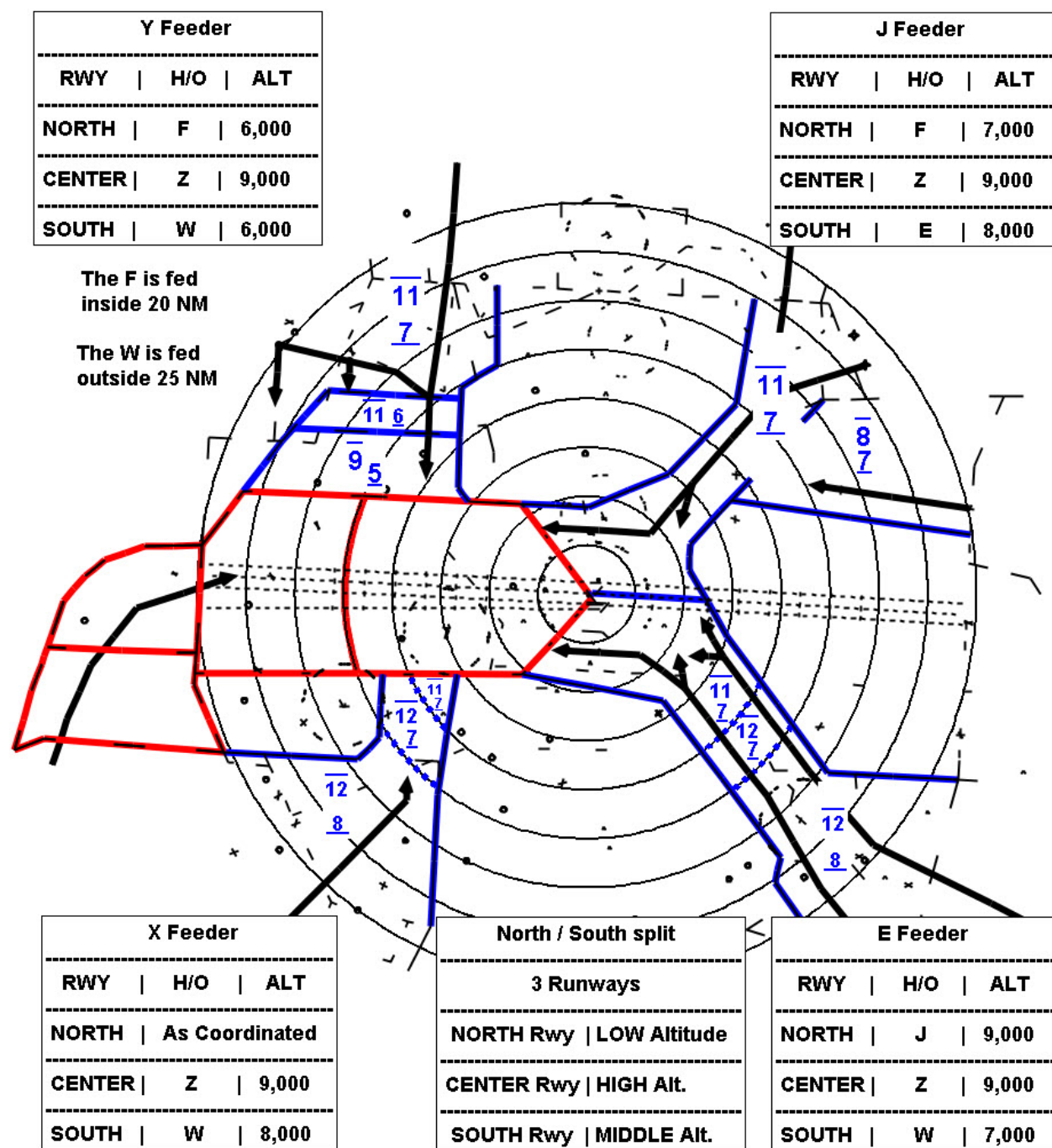
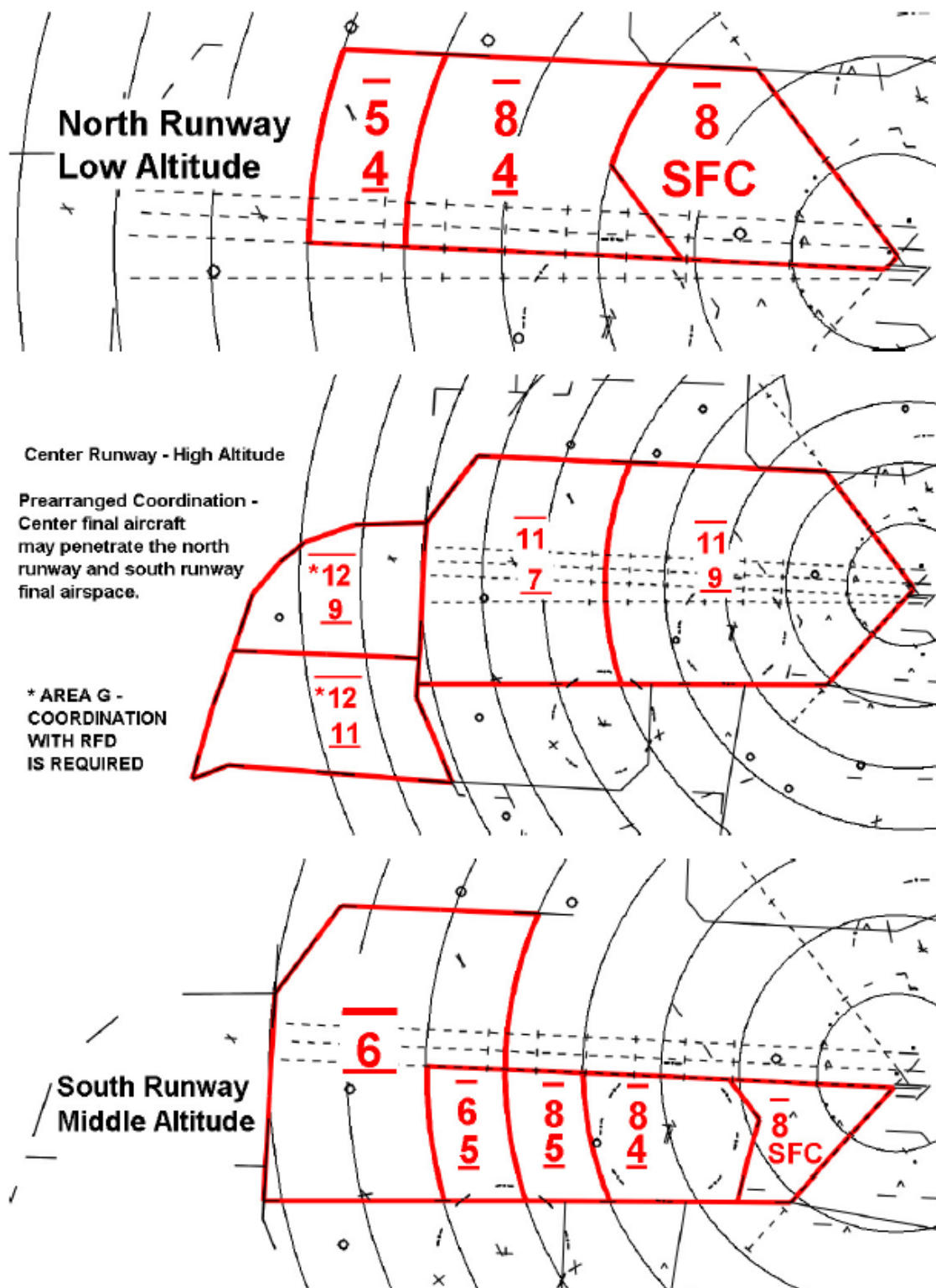


Figure 6-14 East Flow Center High Specific Traffic Patterns



15. East Flow Configuration – Three Runway – South High

Figure 6-15 East Flow Three Runway South High Traffic Patterns

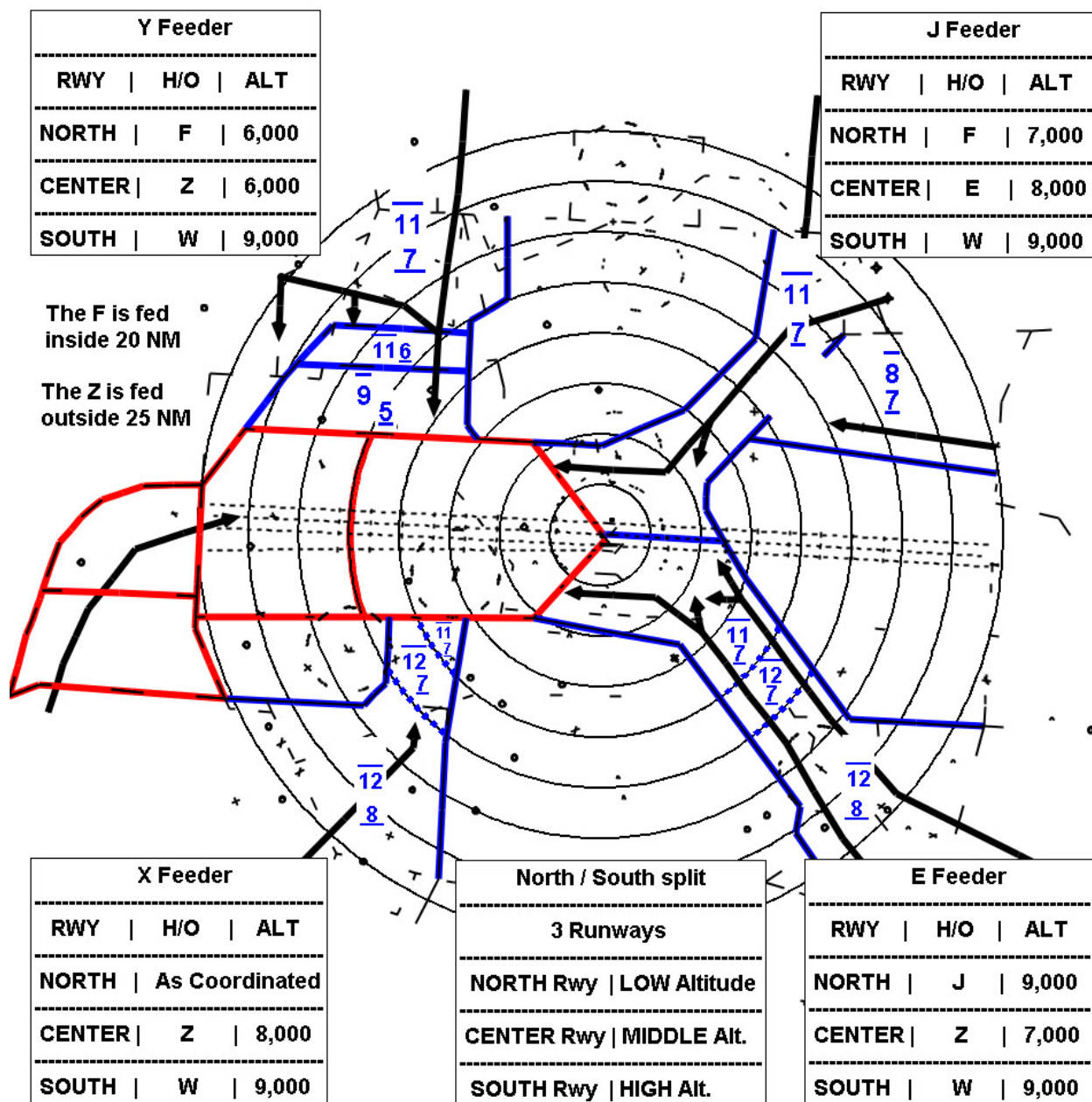
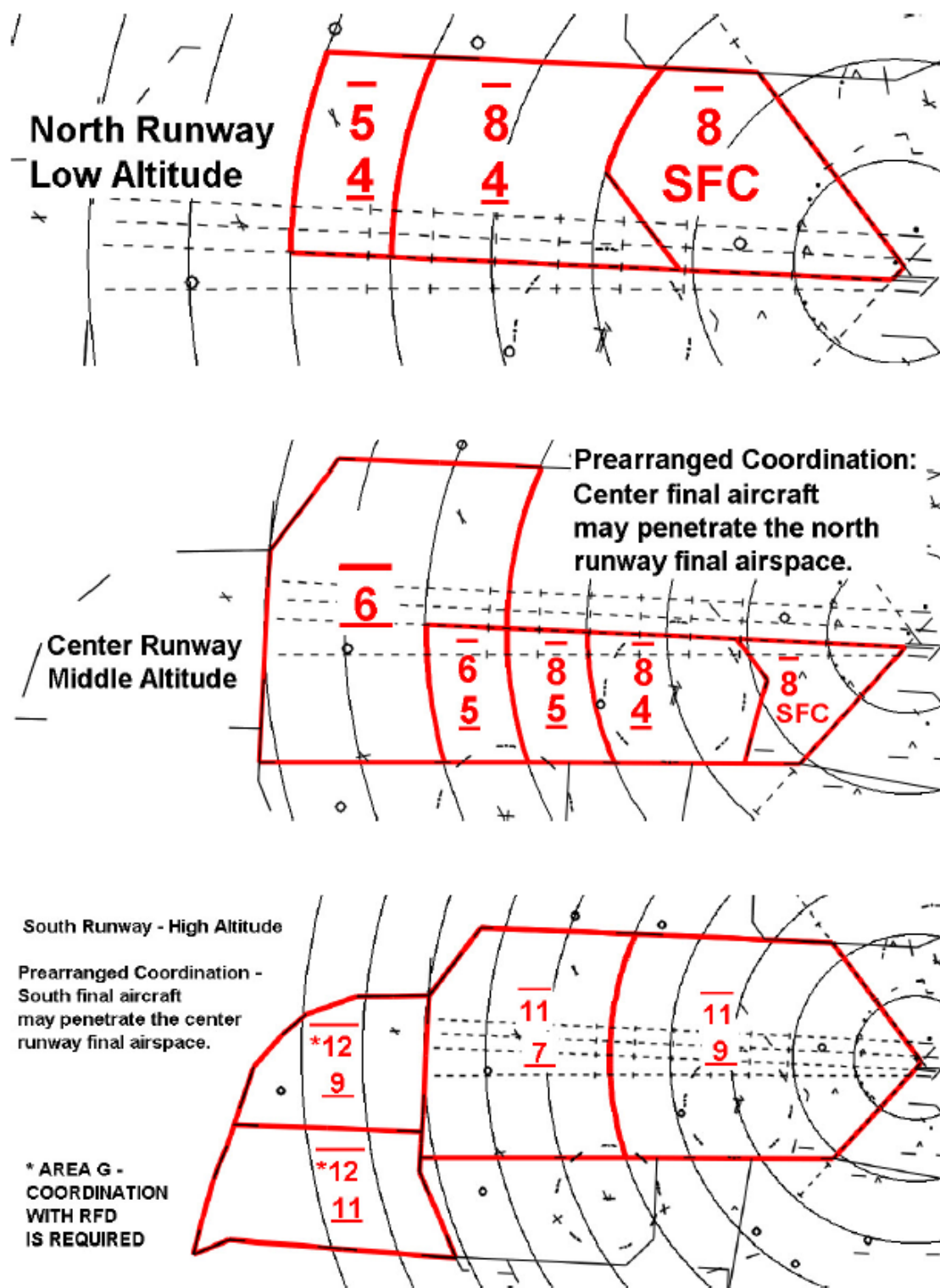


Figure 6-16 East Flow South High Specific Traffic Patterns



16. East Flow Configuration – Two Runway

Figure 6-17 East Flow Two Runway Traffic Patterns

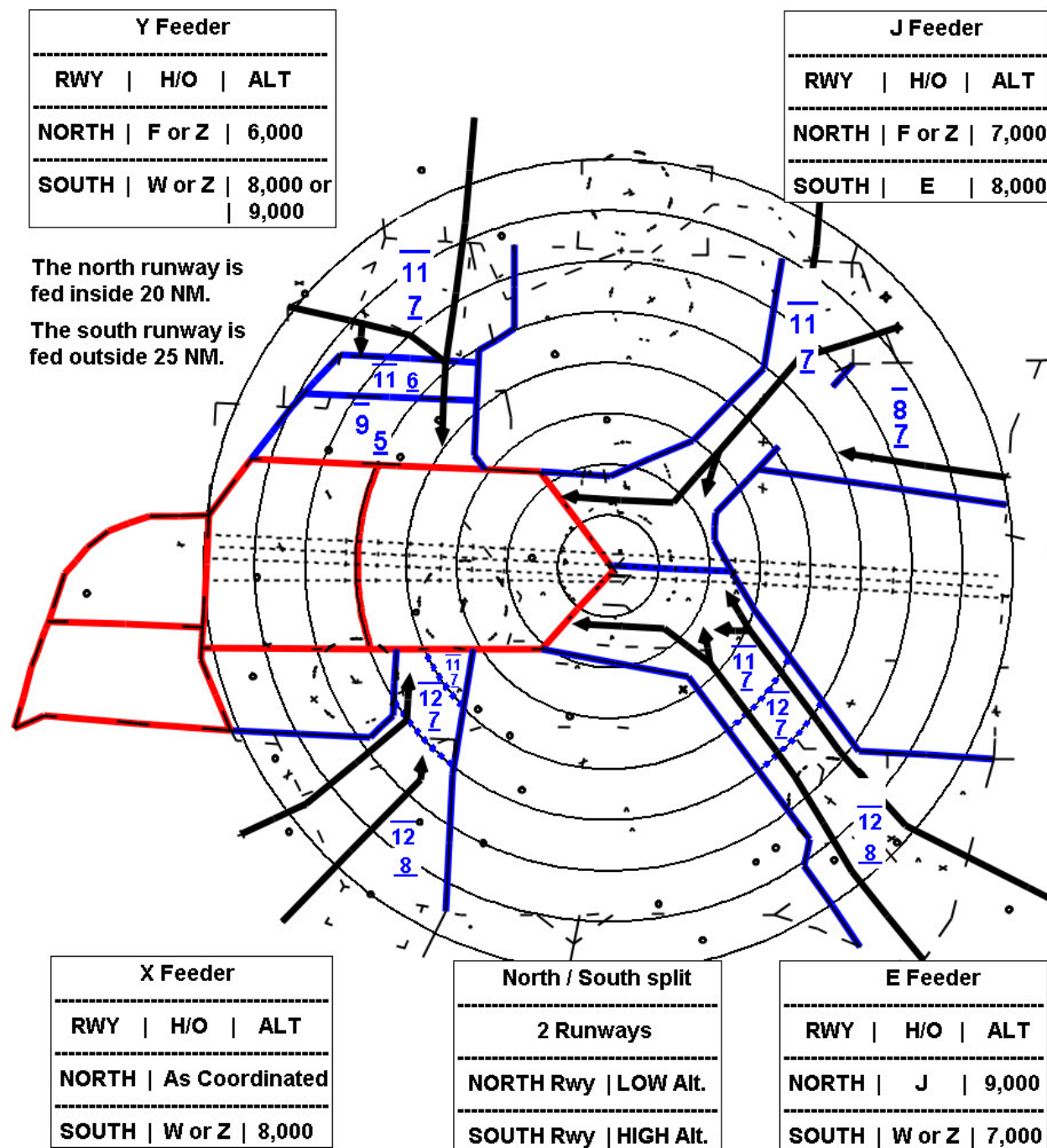
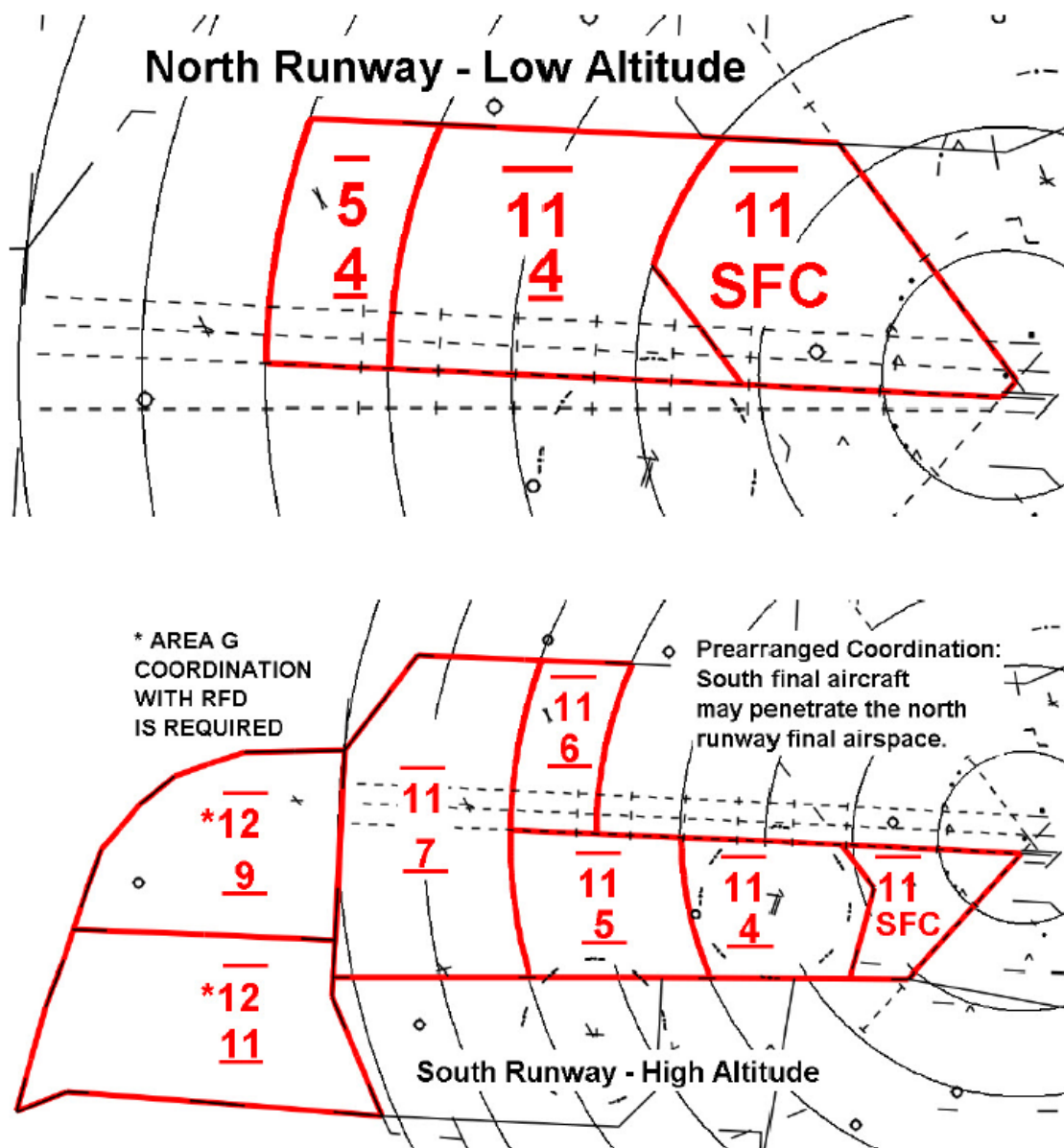


Figure 6-18 East Flow Two Runway Specific Traffic Patterns



Chapter 7 Departure Control

1. Departure Control

a. General Procedures.

- (1). Provide radar service, information, and control instructions to all departure aircraft within departure airspace.
- (2). Operate position related equipment.
- (3). Perform strip marking duties.
- (4). When C90 is in transition to EFSL or ZAU interface is inoperative, mark the departure time on each departure strip and advise Flight Data to enter a Departure Message into the FDIO.
- (5). Keep the FLM/CIC/TMC informed of any situation or condition that may impact the operation.
- (6). Assume the duties and responsibilities of the associated Handoff position, if combined.
- (7). Coordinate ORD missed approaches with MAC.

b. General Operational Procedures.

- (1). Prearranged coordination procedures for Departure Control, when utilizing the active ORD arrival descent area and an uncommon boundary with arrival/ feeder position, are:
 - (a) Approach control shall be responsible to ensure 3 miles lateral or diverging separation from aircraft that have departed ORD airport, on Tower assigned headings, that will parallel the active arrival descent area.
 - (b) Departure Control shall ensure 1 1/2NM lateral separation from the active arrival descent area, where the Tower assigned heading does not parallel the descent area.
- (2). Departure Control shall ensure a data block acquires on and remains associated with the correct ORD departure. Departure Control shall inform all necessary control positions of the location of an untracked target if automatic or manual tagging cannot be initiated.
- (3). ZAU 250 knot departure speed restriction: Unless the speed restriction is included in the Departure Procedure, the position issuing a climb clearance to 10,000 ft. or above to a jet aircraft is responsible to issue the speed assignment.

- (4). 6,000 ft. outside the active arrival descent area is to be used by Departure Control for the shuttling of traffic.

NOTE: 6,000 ft. should only be used when needed for safety and traffic. Excessive use of 6,000 ft. is discouraged as it creates a burden on approach and departure to issue mandatory merging traffic advisories.

c. West and Kane Departure Special Procedures

- (1). West Departure shall work PLL, MYKIE, NOONY, OLINN and all NSAT departures requesting 6,000 ft. or above.
- (2). Kane Departure shall work IOW, PEKUE and all SSAT departures requesting 6,000 ft. or above.
- (3). When ORD PEKUE/IOW departures are routed north of the East Flow descent area, Sector 3 shall assume KANE airspace 13,000' and below.

d. East Departure Special Procedures.

- (1). ORD West Flow configuration:

- (a) East Departure shall:

Work ORD/NSAT east departures vectored north of the West Flow descent area.

- (b) LOOP Departure shall:

1. Work the ORD/NSAT/SSAT east departures vectored south of the West Flow descent area.
2. Remain north of an east/west line through HOBEL (as per delegated airspace).

- (c) When MDW is on the RWY 22L configuration, Loop departure shall:

1. Establish aircraft north of an east/west line through MDW by the ORD 20NM.
2. Ensure departures are at or above 6,000 by ORD 25NM range mark.
3. Ensure departures are at or above 8,000 by ORD 30NM range mark.

Note: For MDW RWY 22L configuration, Sector 1 will work LEWKE/SSAT departures.

4. Hand off /point-out traffic to Sector 1 which will remain in the South Satellite East Departure corridor.
5. Ensure aircraft are 3NM north of the ORD/SSAT departure corridor boundary prior to transferring communications to ZAU.

- (d) Propeller driven aircraft departing east of MDW, will normally be routed through SBN.
 - (e) NSAT ZAU MOBLE departures will be routed south at 6,000 ft., pointed out as appropriate and handed off to LOOP Departure, unless otherwise coordinated.
- (2). All other ORD arrival configurations:
- (a) LOOP Departure shall normally be combined to East Departure.
 - (b) East Departure shall remain north of a line 4NM north of and parallel to a 090 bearing of MDW when beyond the ORD 15NM range mark.
 - (c) East Departure shall ensure aircraft are 3NM north or south of the ORD/SSAT departure corridor boundary (as appropriate) prior to transferring communication to ZAU.
- e. South Departure Special Procedures. South Departure must point-out or issue traffic to the appropriate SSAT sector(s) departures restricted to an altitude below 13,000 feet.
 - f. North Departure Special Procedures. Ensure at least 4NM lateral separation from centerline of or vertical separation under the ACCRA and UECKR SIDs See Figure 7-1 dashed lines (C)

2. Departure Control Handoff

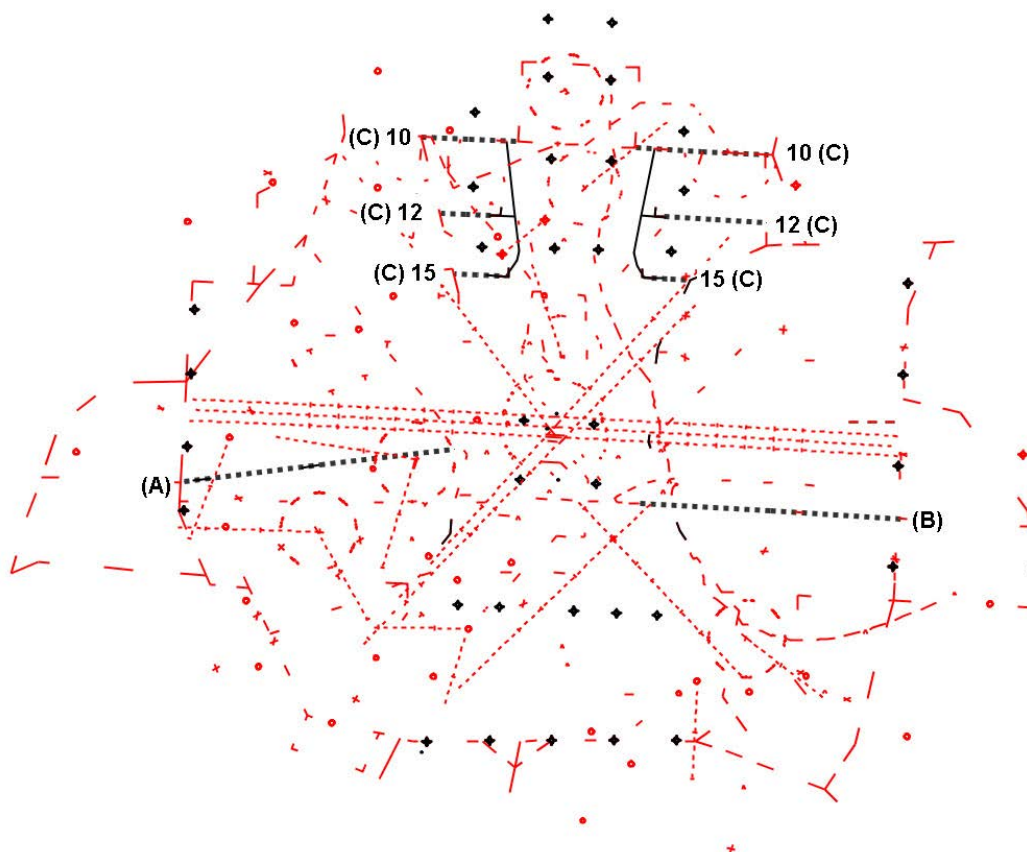
- a. General Description. Departure Hand-Off commonly assists Departure Controllers in providing Air Traffic Services to aircraft operating within their area of responsibility.
- b. Duties and responsibilities are IAW FAA JO 7110.65, Chapter 2-10-2 c. 2. "Radar Associate Position".
- c. Coordinate with the appropriate ORD Tower coordinator to obtain the following information when the EFSTS is not functional.
 - (1). When FDIO strips are available for the departure aircraft, the assigned runway and departure heading. This information shall be transferred onto the FDIO strip according to prescribed strip marking procedures and then placed within immediate access of the departure controller.
 - (2). When FDIO strips are not yet available for the departure aircraft, the call sign, type aircraft, beacon code, requested altitude, initial departure fix, runway and departure heading shall be transferred onto a blank departure strip according to prescribed strip marking procedures and then placed within immediate access of the departure controller.

3. Departure Delegated Airspace (Figure 7-1)

- a. Departure control is delegated all airspace that is exclusive of Feeder, Final, South Satellite, and North Satellite airspace as defined in this order.

- b. Adjoining boundaries: Feeder and Departure boundaries are uncommon boundaries as defined in Appendix A.
- c. Dashed line (A) illustrates the boundary between WEST and KANE Departure.
- d. Dashed lines (B) illustrates the north boundary of the South Satellite climb corridors and may move in accordance with Chapter 7, Paragraph 1.d.
- e. The EAST/LOOP sector boundary is coincident with the CRIBB/SWEET boundary with ZAU east departure corridor.

Figure 7-1 Departure Delegated Airspace



Chapter 8 North Satellite

1. General Procedures

- a. Provide radar service, information, and control instructions to all aircraft operating in the North Satellite airspace.
- b. Operate position related equipment.
- c. Perform strip marking duties.
- d. Keep the FLM/CIC informed of any situation or condition that may impact the operation.
- e. Assume the duties and responsibilities of the associated Handoff position, if combined.
- f. Coordinate with the TMU on departures that have O'Hare or Midway as their destination.

2. Operational Procedures

- a. North satellite is delegated that airspace depicted in Figure 8-1.
- b. Frequency 120.25 shall be continuously monitored by North Satellite and shall be used for the purpose of clearance delivery and other aircraft/controller communications for aircraft operating into and out of Casa De Aero and Landings Condominium Airports. This does not preclude the use of this frequency for other purposes.
- c. Traffic inbound to North Satellite from Sector 3 must be vectored outside the ORD 20NM range mark at 4,000 or outside the Arrival Descent Area when O'Hare is on East Flow. Traffic entering Sector 3 from North Satellite must be vectored outside the ORD 15 NM range mark at 3,000.
- d. Traffic to North Satellite from Sector 1/4 must be vectored outside the ORD 15NM range mark at 3,000. Traffic to Sector 4 must be outside the ORD 20NM range mark at 4,000 or outside the West Flow descent Area when ORD is on West Flow.
- e. When MDW is on RWY 22L Configuration: Traffic (including MDW) entering Sector 1 must be east of the ORD 35NM range mark at 4,000.
- f. Departures:
 - (1). NSAT should handoff aircraft filed via WEST, NORTH and EAST departures fixes to the Departure position on heading that will remain clear of the active arrival descent area at 4,000.
 - (2). West Flow -NSAT should handoff aircraft filed via MOBLE/GIJ;
 - (a) To EAST Departure on heading north of the WEST FLOW descent Area at 4,000, OR,
 - (b) To LOOP Departure after required point-outs on a south heading at 6,000.

- (3). NSAT should handoff aircraft filed via SOUTH departure fixes;
 - (a) To SOUTH Departure after required point-outs on a south heading at 6,000, OR,
 - (b) To Sector 1/4 or Sector 3 as directed in 2c, 2d and 2e.
- g. ZAU 250 knot departure speed restriction: Unless the speed restriction is included in the Departure Procedure, the position issuing a climb clearance to 10,000 ft. or above to a jet aircraft is responsible to issue the speed assignment.

3. Chicago Executive Airport Procedures

- a. When a PWK IFR departure requires Rwy 16 (per C90/ORD LOA), Chicago TRACON shall receive an acknowledgment (steady light) prior to releasing the departure.
- b. Advise the Departure FLM of Chicago Executive arrivals requesting to circle -IFR
Note. The NSAT Coordination Light should not be used for PWK arrivals.
- c. When Chicago Executive requests to utilize the CABAA Visual Departure:
 - (1). If able to approve, advise which CABAA point to utilize.
 - (2). If unable to approve, advise expected delay time.
 - (3). If an aircraft utilizes the CABAA departure: In addition to heading and/or altitude assignment, advise the pilot of activation of IFR clearance with the following phraseology: PHRASEOLOGY “IFR starts now”.

4. North Satellite Handoff

- a. General Description. North Satellite Hand-Off assists North Satellite in providing Air Traffic Services to aircraft transitioning, landing or departing their designated airspace.
- b. Duties and responsibilities are IAW FAA JO 7110.65, Chapter 2-10-2, Terminal Radar Team Position Responsibilities.

5. North Satellite Delegated Airspace

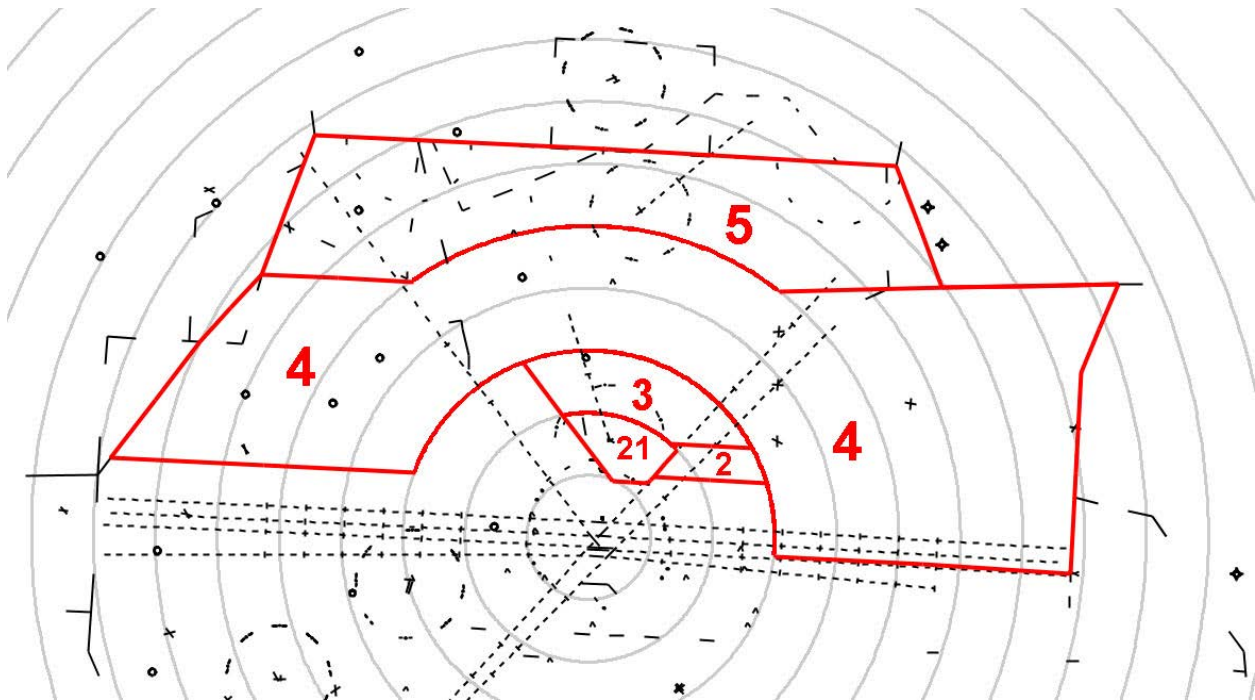
- a. Lateral limits. Beginning at the ORD ILS 28R and the ORD 15NM range mark – east to the C90 airspace boundary – counterclockwise to the 270 degree bearing from CHSTR – east to the ORD 15NM range mark – clockwise to a line 4NM northeast of and parallel to ORD ILS 15 – southeast to a line 5NM north of and parallel to ORD ILS 27L – east to the ORD 15NM range mark to the beginning.

b. Vertical limits.

- (1). SFC to 2,000 – Within the ORD 10NM range mark. Within the ORD 15NM range mark south of a 090 degree bearing from PWK
- (2). Surface to 2,100' - when ORD is on any configuration that requires a right turn off of PWK Rwy 16 - West from RIDGE to a line 4NM northeast of and parallel to ORD ILS 15 northwest along this line to ORD 10 DME range mark – clockwise along the 10 DME arc to the 22R final approach course then southwest along the 22R final approach course to RIDGE.
- (3). SFC to 3,000 – All other area within the ORD 15NM range mark.
- (4). SFC to 4,000 – All area beyond the ORD 15NM range mark.
- (5). SFC to 5,000 – Beyond the ORD 25NM range mark, North of the FARMM Descent Area, clockwise to an East/West line from the CRIBB/KUBBS boundary

Note. All delegated airspace is exclusive of the O'Hare Descent Area in use.

Figure 8-1 North Satellite Airspace



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Chapter 9 South Satellite

1. Sectors 1-4

a. General.

- (1). Provide radar service, information, and control instructions to all aircraft operating within their designated airspace.
- (2). Operate position related equipment.
- (3). Perform strip marking duties.
- (4). Keep the FLM/CIC informed of any situation or condition that may impact the operation.
- (5). Assume the duties and responsibilities of the associated Handoff position, if combined.
- (6). Ensure that the South Satellite Coordination Light is operational, and used as appropriate.
- (7). Coordinate with the TMU on departures that have O'Hare or Midway as their destination.

b. General Procedures.

- (1). South Satellite is delegated that airspace as depicted in Figures 9-1 thru 9-15, according to the O'Hare and Midway Airport's configuration in use. Adjoining Feeder and South Satellite boundaries are uncommon boundaries as defined in Appendix A.
- (2). South Satellite is delegated the corridor within the East/Loop departure delegated airspace for all configurations except when Loop Departure is open.
- (3). Frequency 133.1 shall be continuously monitored by Sector 4 and shall be used only for the purpose of clearance delivery for aircraft operating into and out of Gary (and Lansing when atmospheric conditions permit).
- (4). South Satellite departures will be climbed in accordance with coordinated procedures in use for O'Hare departure traffic and prearranged coordination procedures.
- (5). Arrivals, departures and overflights shall be handed-off to the appropriate sector controller in accordance with the depicted airspace boundary for the arrival configuration in use. (See Figures 9-1 thru 9-16.)
- (6). When O'Hare is landing on Runway 4R or 4L, instrument approaches to Midway's 13C are not authorized.

(7). After coordinating with the MDW Final controller to conduct other than the advertised approach, MDW Feeder sectors must use the following scratch pad entries to indicate the aircraft is:

- (a) RVA - expecting Visual Approach.
- (b) RNX – indicates aircraft is assigned RNAV X Approach.
- (c) RNY - assigned RNAV Y Approach via the coordinated IF/IAF.
- (d) RNZ - assigned RNAV Z Approach.
- (e) ILS – assigned I-L-S Approach.

c. Departure procedures.

(1). Midway Tower shall comply with all of the special provisions, conditions and limitations of Separation from Obstruction and Vectors Below Minimum Altitude Waiver (as found in Appendix B) allowing C90 TRACON personnel to apply two (2) mile lateral separation from the Willis Tower and overfly the protected airspace around the Willis Tower at 3,000 feet. A video map presentation indicating the 2-mile protected airspace around the Willis Tower is available with the following STARS entry:

- F12, 111, (Enter) [toggle on/off at your position]

Note. The provisions of Separation from Obstruction and Vectors Below Minimum Altitude Waiver only apply to IFR aircraft departing MDW airport utilizing the MIDWAY or CICERO standard instrument departures (SIDs) to the east from Runways 22L and 31C.

(2). Eastbound Special Procedures.

- (a) Eastbound aircraft shall be three miles south of a line 4 NM north of and parallel to a 090 degree bearing through MDW, over LEWKE or on a 090 heading according to the ZAU or SBN LOA. It is the responsibility of East Departure to remain north of this line when beyond the ORD 15 NM range mark.
- (b) When Loop Departure is open and MDW is on 31C, 4R, or 13C, eastbound traffic from Sector 4 requesting 5,000 feet or above shall be handed off to the LOOP Departure Sector at 4,000 feet.
- (c) Sector 3 may route eastbound traffic over HOBEL at 4,000 ft. after coordination with Sector 1, Sector 2, and Sector 4.
- (d) Individual jet aircraft requesting 15,000 or above may be climbed utilizing prearranged coordination procedures to 15,000 or above per the C90/ZAU LOA and handed off to CRIBB.

(3). Westbound Special Procedures.

- (a) Westbound traffic from Sector 3 requesting 6,000 feet and above shall be handed off to O'Hare Kane Departure at 4,000 feet on a westerly heading.
- (b) When ORD PEKUE/IOW departures are routed north of the East Flow descent area, Sector 3 is delegated KANE airspace, 13,000 feet and below, and must work westbound traffic in accordance with the ZAU or RFD LOAs.

(4). Northbound Special Procedures.

- (a) Northbound aircraft departing Midway airport into Sector 3 must be handed-off to:
 - 1. NORTH Departure after required point-outs on a north heading at 6000 feet.
 - 2. North Satellite west of the ORD 20NM range mark at 4000 feet or west of the Arrival descent area when ORD is on East Flow.
- (b) Northbound aircraft departing Midway airport into Sector 1/4 must be handed-off to:
 - 1. North Satellite east of the ORD 15NM range mark at 3,000 feet, or,
 - 2. To NORTH Departure after required point-outs on a northeast heading at 4000.

Reference: C90 SOP Ch 10-7 Automated Point Out Procedures

Reference: Glossary- "Shore at 4"

(5). Southbound Special Procedures.

- (a) Sector 2 has control to climb southbound traffic off Midway that departs into Sector 3's airspace.
 - (b) All southbound traffic off of a South Satellite airport other than MDW shall be coordinated with the South Satellite sector working MDW south departures.
 - (c) South Satellite may use the provisions of C90 7110.65 Chapter 5, paragraph 2 "Pre-arranged Coordination" to climb jet/prop departures southbound with respect to ORD/NSAT traffic.
- (6). ZAU 250 knot departure speed restriction: Unless the speed restriction is included in the Departure Procedure, the position issuing a climb clearance to 10,000 feet or above to a jet aircraft is responsible to issue the speed assignment.

2. Procedures – Runway 31C

a. Sector 1.

- (1). Traffic entering Sector 2 airspace must be handed-off at 4,000/6,000.
- (2). Traffic entering Sector 4 airspace must be handed-off at 3,000/5,000.

b. Sector 2.

- (1). Traffic entering Sector 1 airspace must be on a MDW STAR or on a heading at 3,000/5,000
- (2). Traffic entering Sector 3 airspace must be at 4,000.
- (3). Traffic entering Sector 4 airspace must be at 3,000.

c. Sector 3.

- (1). Traffic entering Sector 2 airspace must be at 3,000/5,000.
- (2). Traffic entering to North Satellite airspace must be outside the ORD 20 NM range mark at 4,000 or outside the Arrival Descent Area when O'Hare is on East Flow.

d. Sector 4.

- (1). Traffic landing MDW must enter Sector 1 beyond the 25NM range mark at 4,000 on a southwest heading.
- (2). Traffic entering Sector 2 must be at 4,000 on a west heading.
- (3). Traffic entering North Satellite airspace must be east of the ORD 15 NM range mark at 3,000.

3. Procedures – Runway 4R**a. Sector 1.**

- (1). Traffic entering Sector 2 must be at 4,000 on a MDW STAR or on a heading.
- (2). Traffic entering Sector 4 must be at 3,000/5,000.

b. Sector 2.

- (1). Traffic entering Sector 1 must be at 3,000/5,000.
- (2). Traffic entering Sector 3 must be at 4,000.

c. Sector 3.

- (1). Traffic entering Sector 2 must be at 3,000/5,000.
- (2). Traffic entering North Satellite must be outside the ORD 20NM range mark at 4,000 or outside the Arrival Descent Area when ORD is on East Flow.

d. Sector 4.

- (1). Traffic entering Sector 1 must be at 4,000.
- (2). Traffic entering North Satellite airspace must be east of the ORD 15NM range mark at 3000.

4. Procedures –Runway 13C**a. Sector 1.**

- (1). Traffic entering Sector 2 must be at 4,000 and on a MDW STAR or a heading.
- (2). Traffic entering Sector 4 must be at 3,000/5,000.

b. Sector 2.

- (1). Traffic entering Sector 1 must be at 3,000/5,000.
- (2). Traffic entering Sector 3 must be at 4,000.
- (3). Traffic vectored for 13C approach must be at or below 2,500 prior to crossing the ORD 10 NM range mark. All traffic must be given right turn-ins.
- (4). The south satellite light:
 - (a) Shall be activated prior to arrival traffic crossing the O'Hare 20 NM range mark.
 - (b) Shall not be activated when the MDW RNAV (RNP) Y RWY13C approach is the exclusive approach in use.
- (5). The requirements of FAAO 7110.65, Section 5-9-1.a., are reduced from two miles from the approach gate to one mile from the approach gate, per Appendix B-1.

c. Sector 3.

- (1). Traffic entering Sector 2 must be at 3,000/5,000.
- (2). Traffic entering North Satellite must be outside the ORD 20NM range mark at 4,000 or outside the Arrival descent Area when ORD is on East Flow.

d. Sector 4.

- (1). Traffic entering Sector 1 must be at 4,000.
- (2). Traffic entering North Satellite must be east of the ORD 15 NM range mark at 3,000.

Reference: Glossary –Shore at Four

5. Procedures – Runway 22L**a. Sector 1.**

- (1). Traffic landing Midway entering Sector 4 must be on a MDW STAR or on a heading at 4,000. Sector 1 releases control for turns.
- (2). Traffic landing Midway airport from North Satellite must be handed off to Sector 1 from NSAT east of the ORD 35NM at 4000 on a south heading.
- (3). Traffic entering Sector 2 must be at 4,000/6,000.
- (4). Traffic entering North Satellite must be at 3,000.

b. Sector 2.

- (1). Traffic entering Sector 4 must be on a MDW STAR (RWY 22L Transition) or on a heading over MIING at 4,000
- (2). Traffic entering Sector 3 must be at 4,000.
- (3). Traffic entering Sector 1 must be at 3,000/5,000.

c. Sector 3.

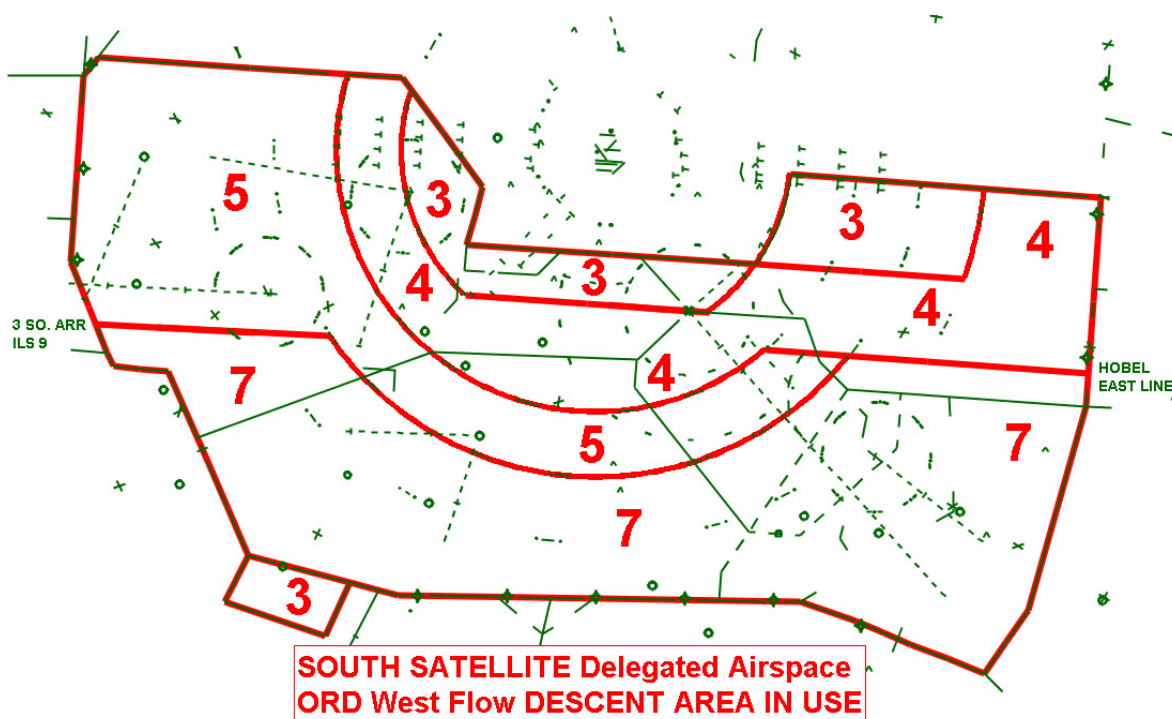
- (1). Traffic entering Sector 2 must be at 3,000/5,000.
- (2). Traffic entering North Satellite must be west of the ORD 20 NM range mark at 4,000 or outside the Arrival descent Area when ORD is on East Flow.

d. Sector 4. Vectors the final approach course at MDW.**6. South Satellite Handoffs**

- a.** Operate position related equipment.
- b.** Perform strip marking duties.
- c.** Assist in coordination for the associated positions.
- d.** Initiate and perform handoffs by using the interphone or STARS keyboard as appropriate.
- e.** Assist the associated positions by maintaining a constant awareness of the traffic, and anticipating/complying with specific actions to ensure an effective traffic flow.
- f.** Ensure the traffic volume and position workload does not exceed the capacity of the associated sector controller position to function safely and efficiently.
- g.** Make verbal interphone handoffs to the appropriate facility when aircraft are disassociated with the data tag. Example: coast status, inoperative transponder etc.
- h.** Make STARS keyboard entries to initiate/modify track files and scratch pad data. Start active tracks on non-discrete beacon code aircraft.
- i.** Ensure that all arriving aircraft are tagged with the appropriate Wake Category and Type aircraft indicators.
- j.** With approval of sector controller, issue departure releases off controlled and uncontrolled airports, or provide appropriate instructions when unable to approve.
- k.** Keep the FLM/TMU informed of any situation or condition that may impact the operation.

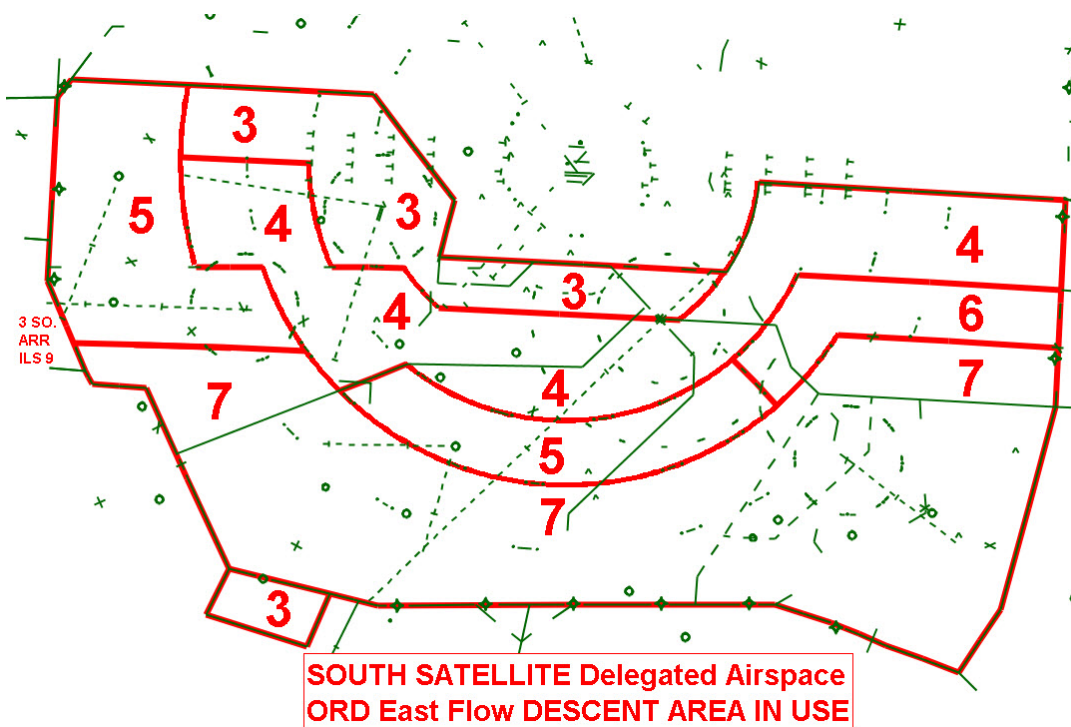
7. South Satellite Delegated Airspace, ORD Configuration West Flow

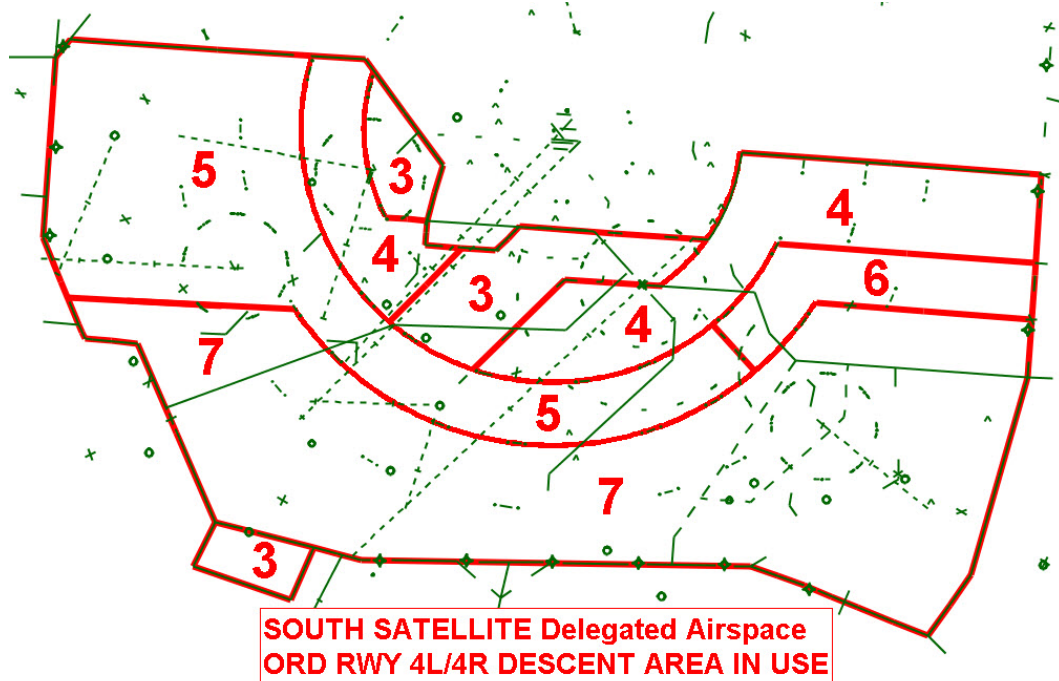
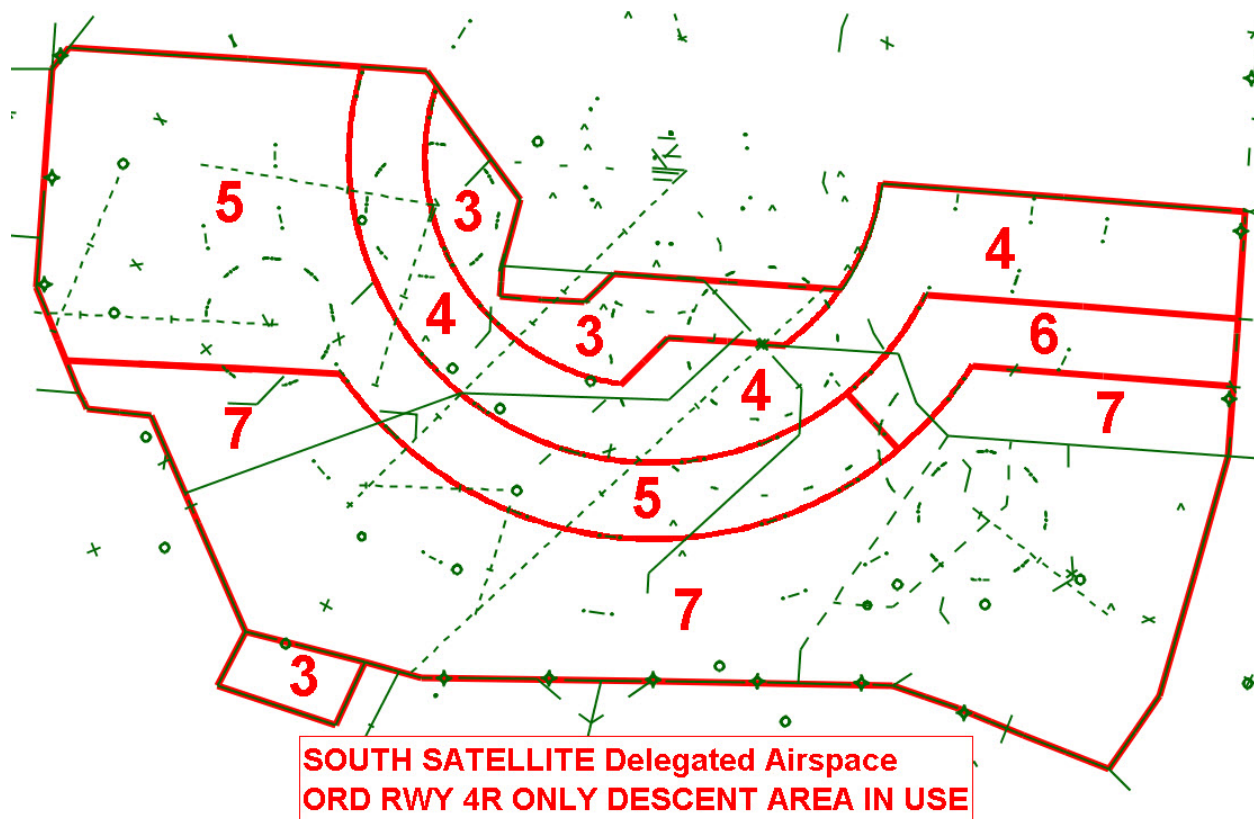
Figure 9-1 S.Sat.Airspace ORD West Flow



8. South Satellite Delegated Airspace, ORD Configuration East Flow

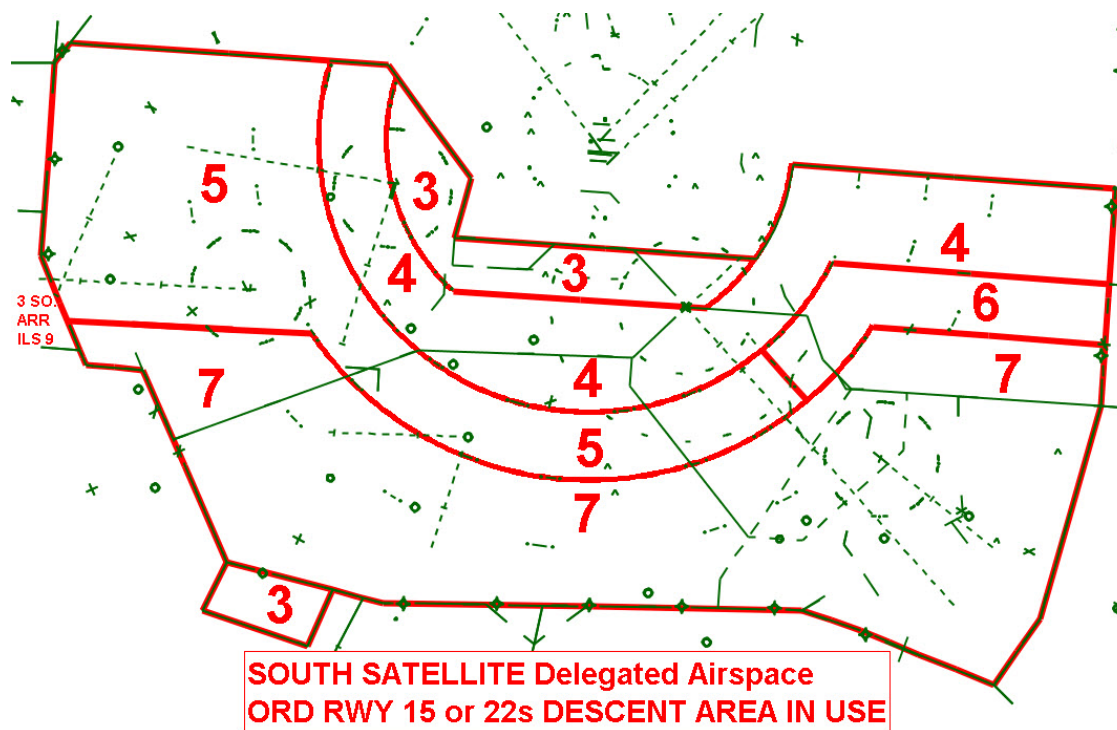
Figure 9-2 S.Sat.Airspace ORD East Flow



9. South Satellite Delegated Airspace, ORD Configuration Rwy 4R/4L**Figure 9-3 S.Sat.Airspace ORD Rwy 4R/4L****10. South Satellite Delegated Airspace, ORD Configuration Rwy 4R Only****Figure 9-4 S.Sat Airspace ORD Rwy 4R Only**

11. South Satellite Delegated Airspace, ORD Configuration Rwy 15 or Rwy 22R / 22L.

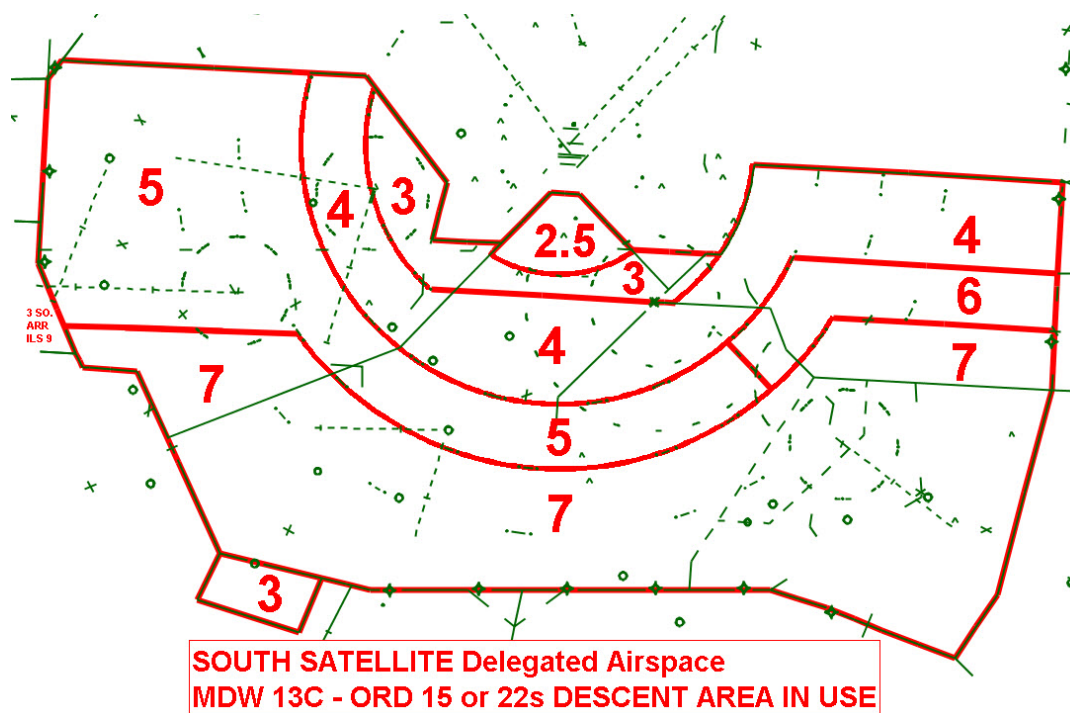
Figure 9-5 S.Sat.Airspace ORD Rwy 15 or 22R/22L

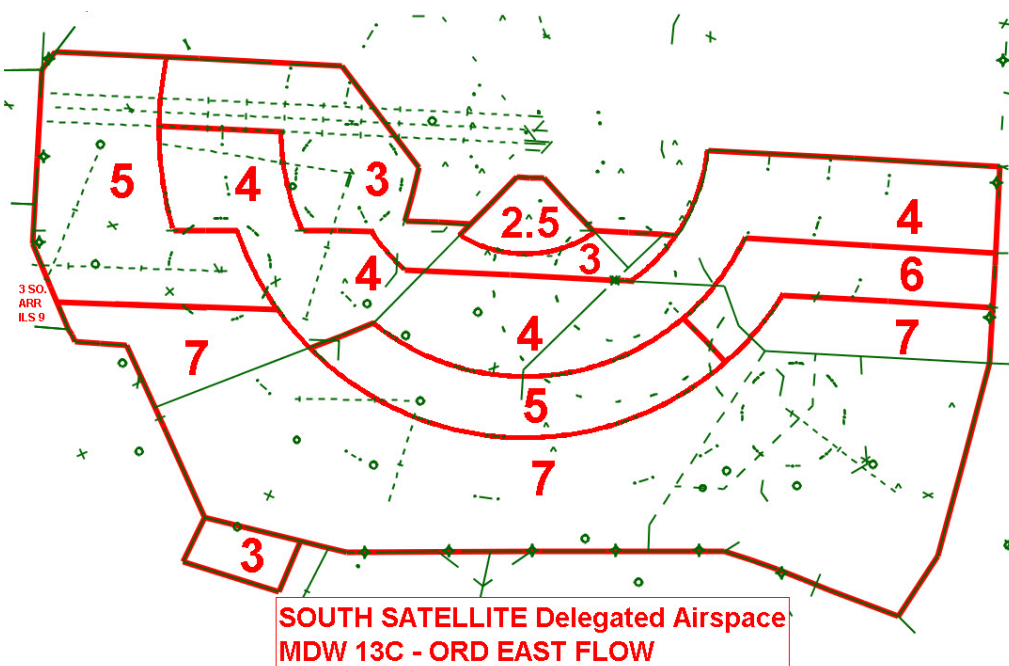
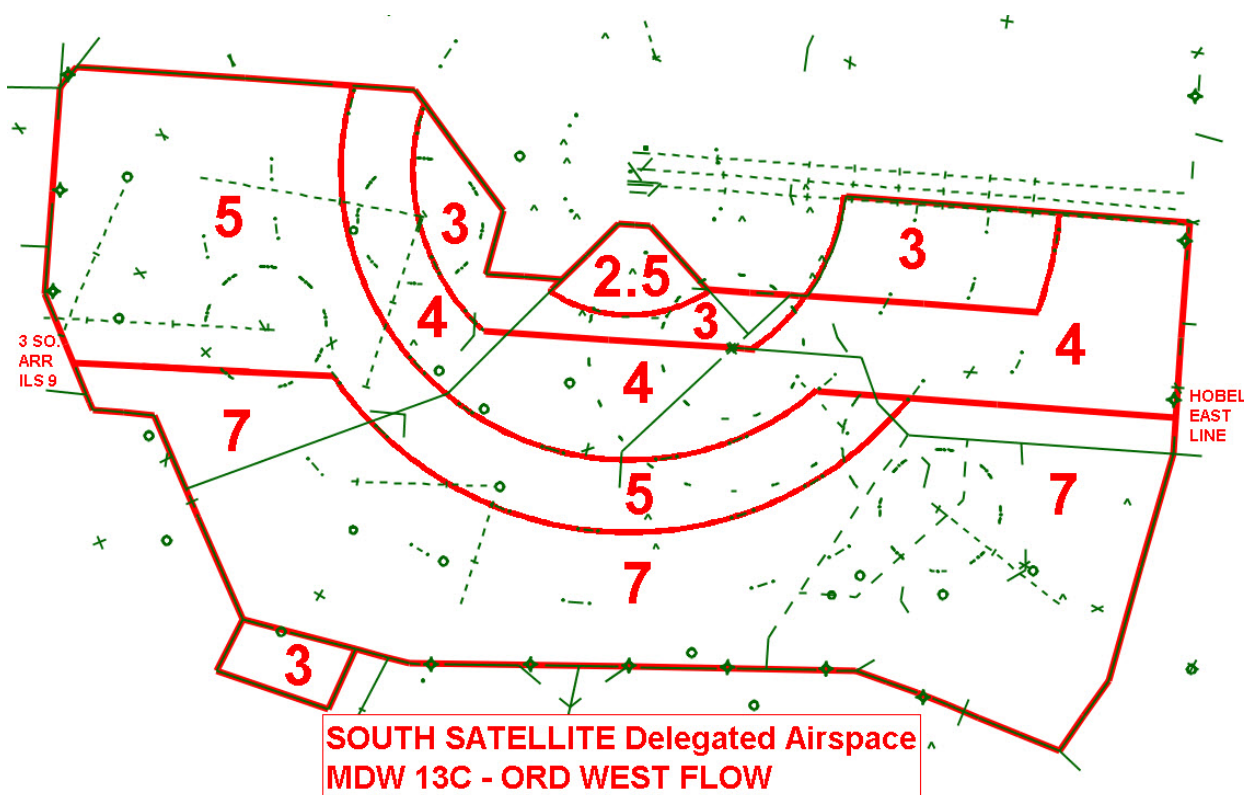


12. South Satellite Delegated Airspace, MDW Configuration 13C

a. ORD Rwy 15 or 22s Descent Area in Use.

Figure 9-6 S.Sat.Airspace MDW13C – ORD Rwy 15 or 22s

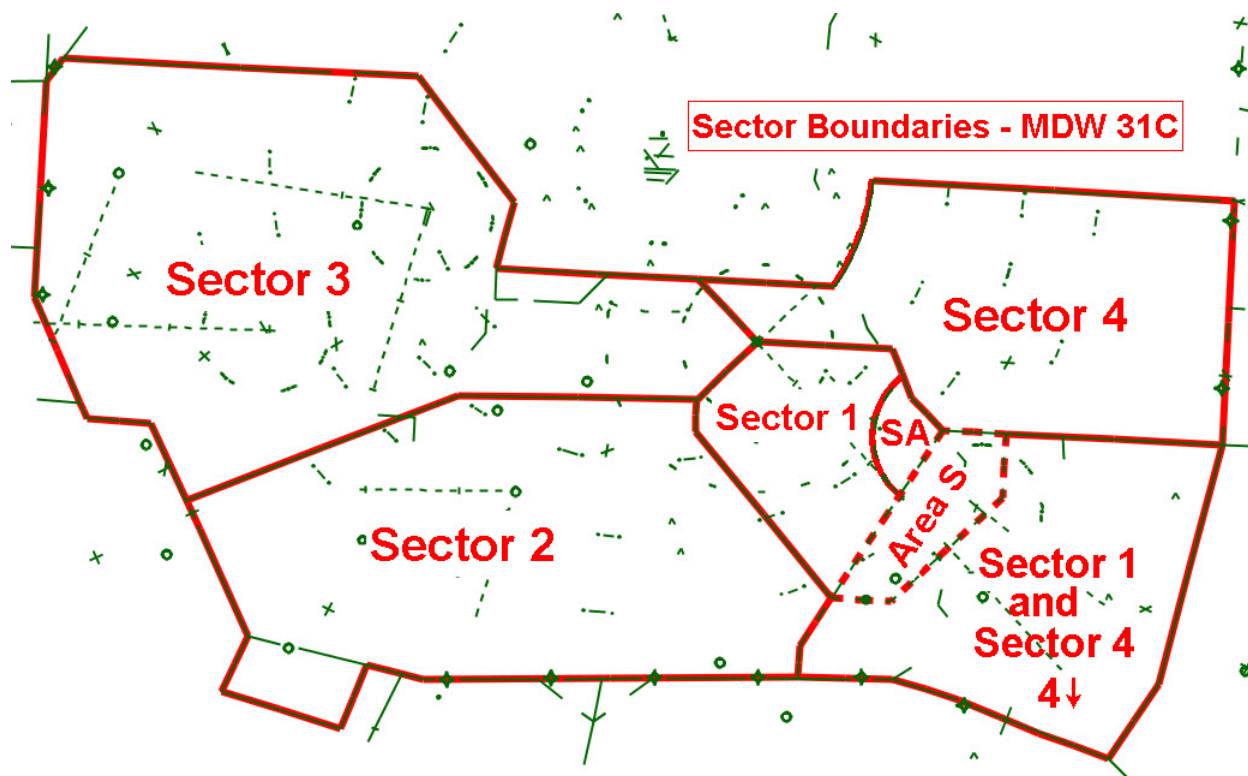


b. ORD East Flow Descent Area in Use.**Figure 9-7 S.Sat.Airspace MDW13C – ORD East Flow****c. ORD West Flow Descent Area in Use.****Figure 9-8 S.Sat.Airspace MDW13C – ORD West Flow**

13. South Satellite Delegated Airspace, MDW Configuration 31C

- a. Lateral limits, as depicted in Figure 9-9.
- b. Vertical limits Sector 1:
 - (1). SFC to South Satellite airspace ceiling - All area northwest of Area S.
 - (2). 4,000 ft. to South Satellite airspace ceiling - Area S.
 - (3). 5,000 ft. to South Satellite airspace ceiling - All other areas.
- c. Vertical limits Sectors 2 and 3: All South Satellite altitudes.
- d. Area SA – An arc within Sector 1 lateral limits that is 2.5 NM parallel to the GYY RNP 12 approach course on a coordinated basis when GYY RNP12 or 30 approaches are in use.
- e. Vertical limits Sector 4:
 - SFC to South Satellite airspace ceiling - All areas north of the CRIBB sector boundary.
 - SFC to 2,000 ft. - Area SA.
 - SFC to 3,000 ft. - Area S.
 - SFC to 4,000 ft. - All other areas.

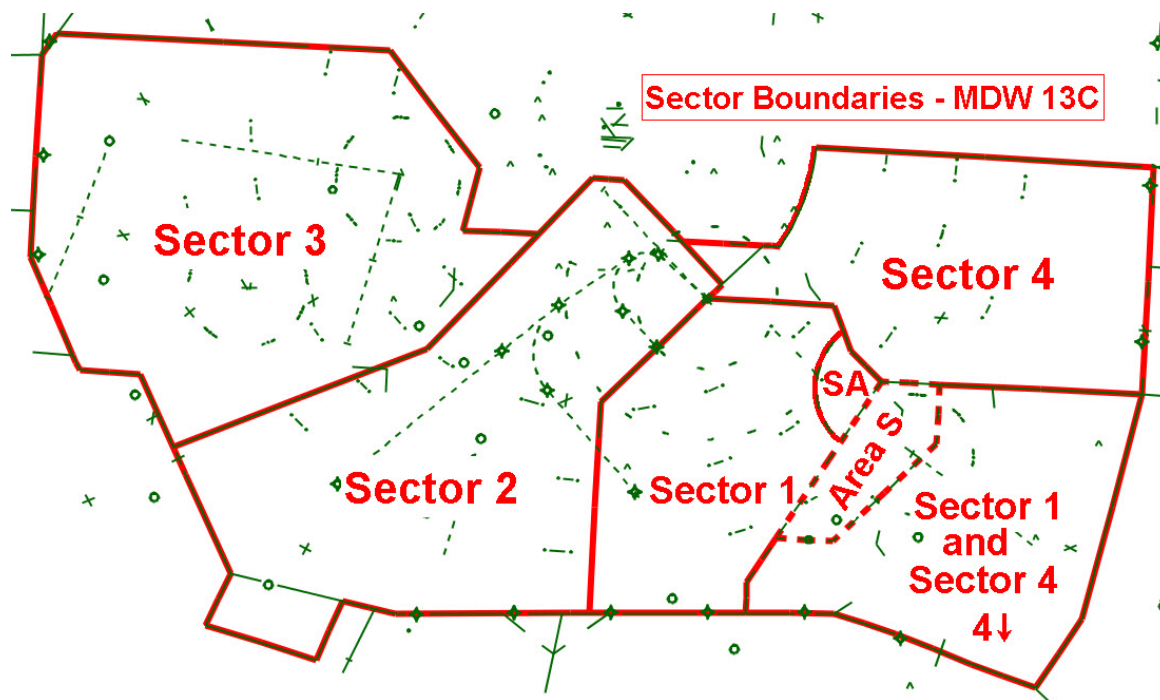
Figure 9-9 S.Sat.Airspace MDW 31C



14. South Satellite Sector Boundaries, MDW Configuration, 13C

- a. Lateral limits: As depicted in Figure 9-10
- b. Vertical limits, Sector 1 and Area S:
 - (1). SFC to South Satellite airspace ceiling - All area northwest and west of Area S and Sector 4.
 - (2). 4,000 ft. to South Satellite airspace ceiling - Area S.
 - (3). 5,000 ft. to South Satellite airspace ceiling - All other areas.
- c. Vertical limits Sector 2: All South Satellite altitudes except - from the surface to 2,500 within the ORD 10 NM range mark.
- d. Vertical limits Sector 3: All South Satellite altitudes.
- e. Area SA – An arc within Sector 1 lateral limits that is 2.5 NM parallel to the GYY RNP 12 approach course on a coordinated basis when GYY RNP12 or 30 approaches are in use.
- f. Vertical limits Sector 4:
 - SFC to South Satellite airspace ceiling - All areas north of the Sector 1 boundary.
 - SFC to 2,000 ft. – Area SA
 - (3) SFC to 3,000 ft. - Area S.
 - (4) SFC to 4,000 ft. - All other areas.

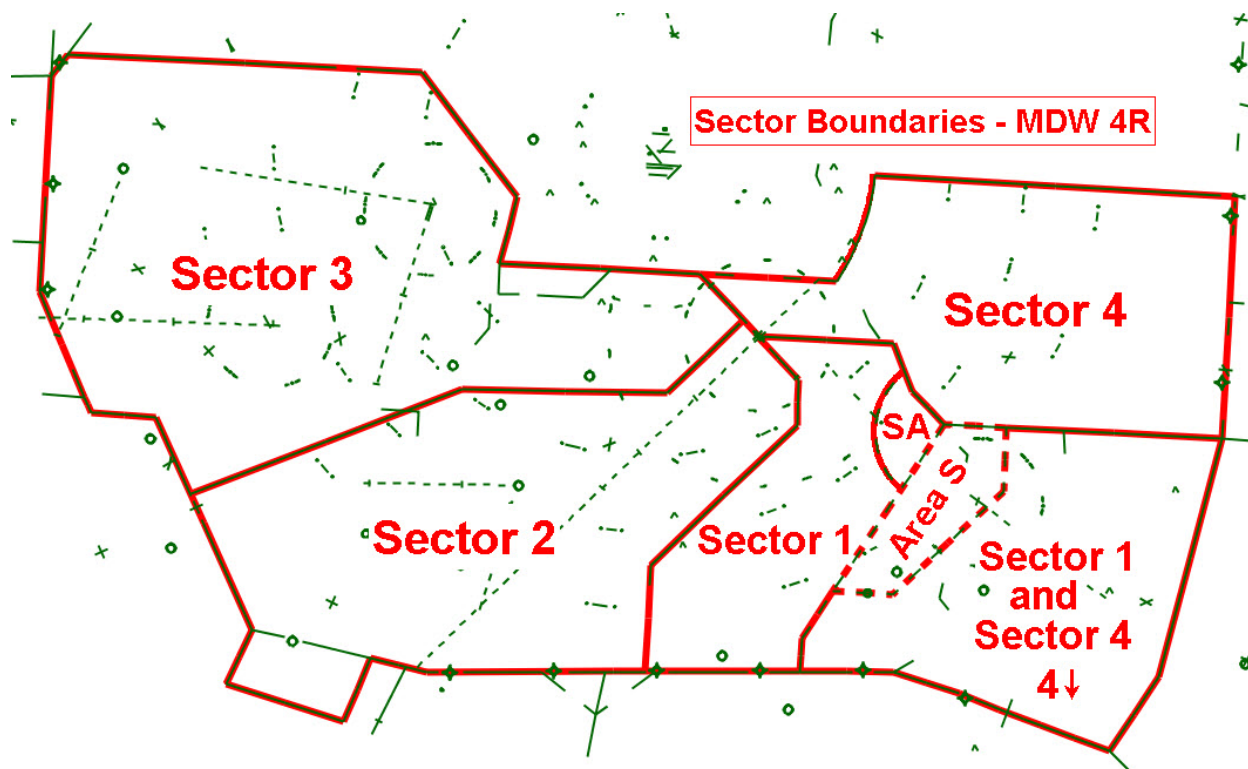
Figure 9-10 S.Sat.Airspace MDW13C



15. South Satellite Sector Boundaries, MDW Configuration 4R

- a. Lateral limits: As depicted in Figure 9-11
- b. Vertical limits Sector 1 and Area S:
 - (1). SFC to South Satellite airspace ceiling - All area northwest and west of Area S and Sector 4.
 - (2). 4,000 ft. to South Satellite airspace ceiling - Area S.
 - (3). 5,000 ft. to South Satellite airspace ceiling - All other areas.
- c. Vertical limits Sector 2 and 3: All South Satellite altitudes.
- d. Area SA – An arc within Sector 1 lateral limits that is 2.5 NM parallel to the GYY RNP 12 approach course on a coordinated basis when GYY RNP12 or 30 approaches are in use.
- e. Vertical limits Sector 4:
 - SFC to 2,000 ft. - Area SA.
 - SFC to 3,000 ft. – Area S.
 - SFC to 4,000 ft. - All other areas.

Figure 9-11 S.Sat. Airspace MDW4R



16. South Satellite Sector Boundaries, MDW Configuration 22L

- a. Lateral limits: As depicted in Figures 9-12.
- b. Vertical limits: Surface to altitudes as depicted in Figures 9-13 through 9-16.

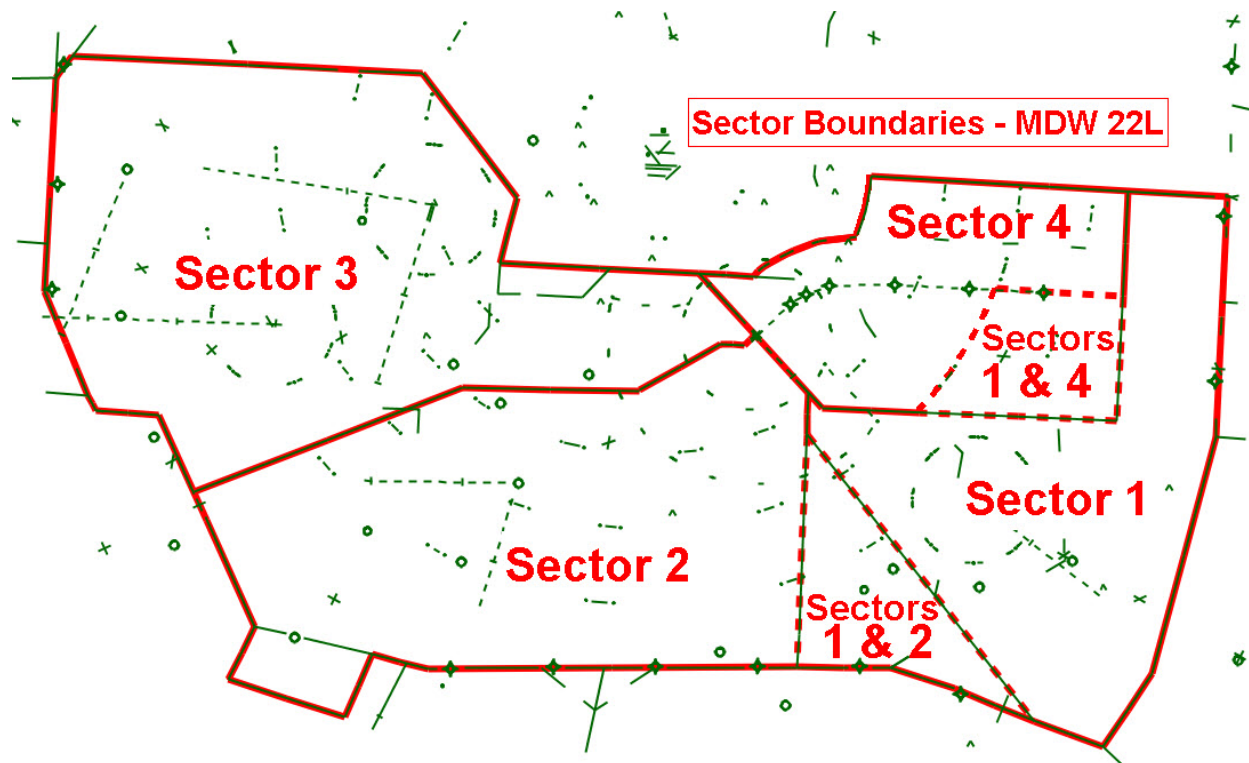
Figure 9-12 S.Sat.Airspace MDW22L

Figure 9-13 S.Sat. Sector 1 Airspace MDW22L

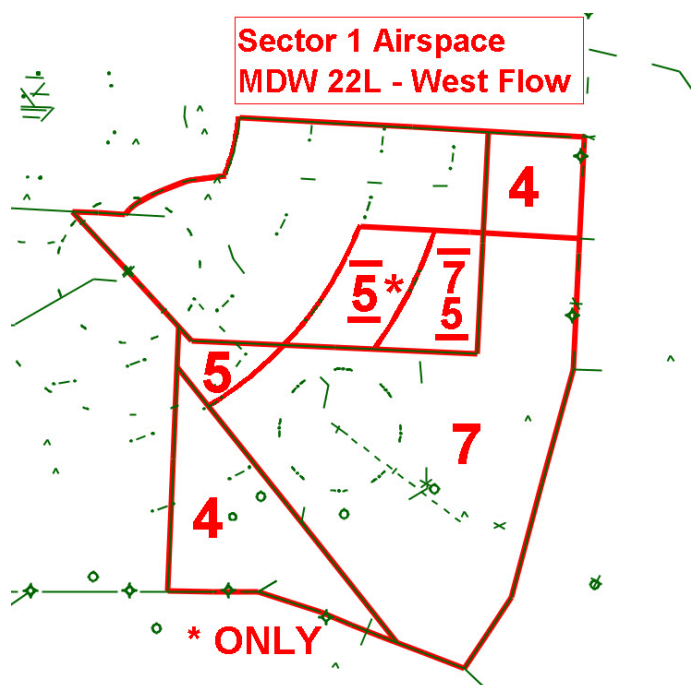


Figure 9-14 S.Sat. Sector 4 Airspace MDW22L – ORD West Flow

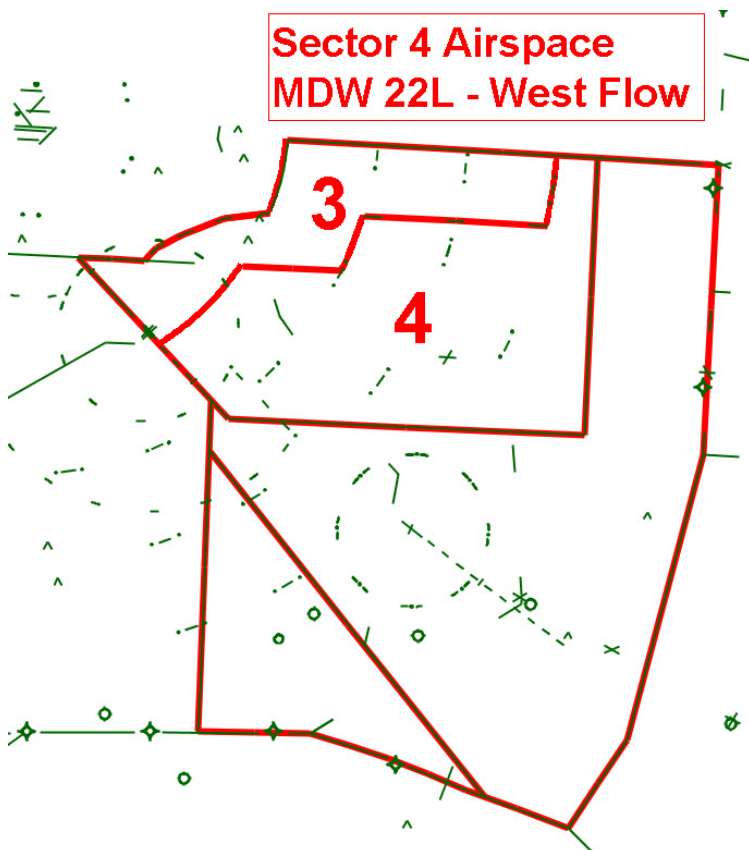


Figure 9-15 Sector 4 Airspace MDW22L – ORD East Flow/15/22s/4s

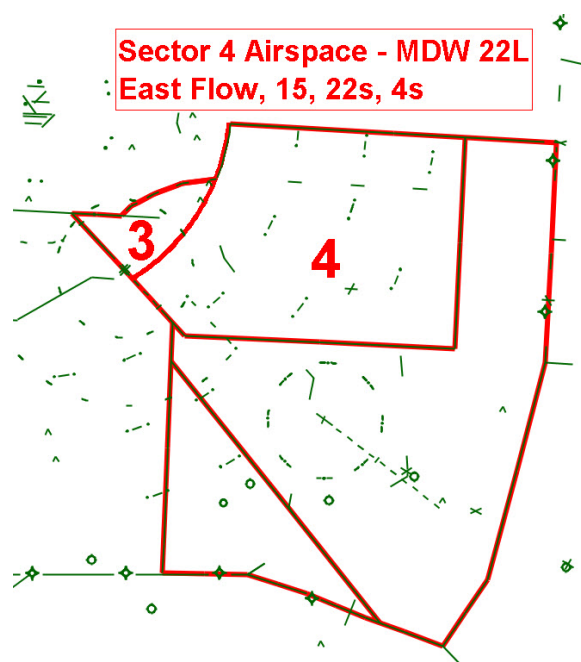
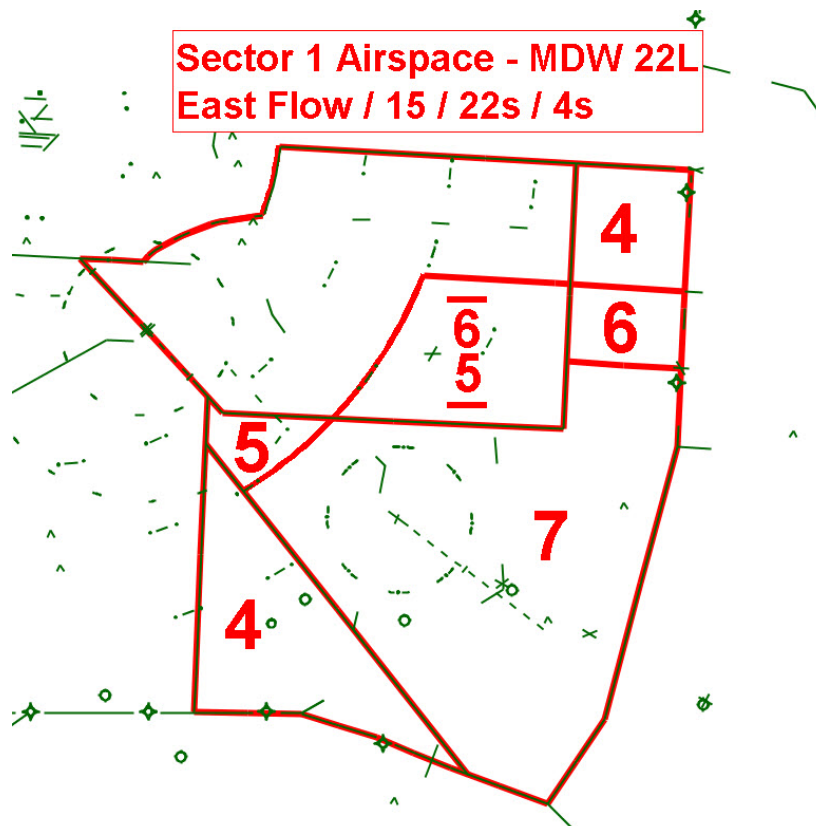


Figure 9-16 Sector 1 Airspace MDW22L – ORD East Flow/15/22s/4s



17. Midway 13C Final Approach course Intercept

A waiver has been issued which reduces the restrictions of FAAO 7110.65, Section 5-9-1, "Vectors to Final Approach Course". This waiver (see Appendix B) allows controllers to initiate turns to the Midway 13C final approach course without impacting O'Hare operations.

18. Reduced Separation on Final

- a.** Separation between successive arriving aircraft may be allowed to reduce to 2.5 nautical miles as follows:
 - (1). Both aircraft are within 10 NM of the landing runway.
 - (2). Wake turbulence separation must be applied in accordance with Table 5-5-2 of FAA JO 7110.659.
 - (3). Tower TDM displays are operational and used for quick look reference.
 - (4). Turnoff points are visible from the control tower.
- b.** These procedures shall apply only to those aircraft landing on runways 4R, 22L and 31C.

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Chapter 10 Special and Presidential Procedures

1. Bird Strike Reporting

- a. Air Traffic Control Specialists shall report any bird strikes or increase in bird activity to the Operations Manager/Operations FLM In Charge.
- b. The Operations Manager/FLM In Charge shall notify adjacent facilities and AFSS whenever it appears it will become a factor in their areas.

2. Mode-C Deviation within the Chicago Class B Airspace

- a. Pilot requests for deviation from the Mode-C equipment requirement shall be handled as follows:
 - (1). Chicago Approach controllers may authorize IFR aircraft that have experienced in-flight failure of Mode-C equipment to continue their flight to the filed destination.
 - (2). Chicago Approach controllers shall not authorize VFR aircraft to deviate from the Mode-C requirement unless prior approval has been obtained by the pilot from the Operations Manager/FLM In Charge or Plans and Procedures office.
 - (3). The TRACON Operations Manager/FLM In Charge may approve individual, one time, requests to deviate from the Mode-C requirement based on the following general guidelines:
 - (a) Aircraft requesting to deviate from the Mode-C requirement for the purpose of obtaining or repairing a Mode-C transponder shall be granted approval and issued instructions as listed below.
 - (b) Aircraft may be instructed to contact ATC for flight following while within the lateral limits of, but below the floor, of the Chicago Class B airspace.
 - (c) Aircraft not in direct communication with ATC shall be instructed to:
 - 1. Proceed to their destination airport via the shortest, most direct route from the edge of the Mode-C Veil. If this could conflict with primary IFR routes or approach courses, suggest a route which would avoid these areas.
 - 2. Depart from their airport and exit the Mode-C Veil via the shortest, most direct route. If this could conflict with primary IFR routes or approach courses, suggest a route which would avoid these areas.
 - 3. Remain VFR at or below 2,000 feet MSL.
 - 4. Remain outside of the Chicago Class B airspace at all times.
 - (d) All aircraft shall be instructed to remain outside of the Midway Class C airspace unless the pilot obtains prior approval from Midway Tower to deviate from the

Midway Class C airspace Mode-C requirement (IFR flights do not require prior approval from MDW Tower).

- (e) The Operations Manager/FLM In Charge may issue other restrictions or requirements that are deemed necessary to conduct a safe operation (i.e. time limits, daytime only, no closer than X miles from O'Hare, etc.).
 - (f) If a deviation request is approved, provide the pilot with the name of the approving Operations Manager/FLM In Charge in the event that verification is required by Flight Standards, Midway Tower or controllers.
- (4). The Operations Manager/FLM In Charge shall make a log entry in the 7230-4 on each Mode-C deviation authorization/denial request.
 - (5). Requests to deviate from the Mode-C requirement when the flight will remain completely within the MDW Class C airspace shall be directed to Midway Tower. Midway Tower may authorize Mode-C deviations within the Class C airspace without approval from Chicago Approach.
 - (6). Long-term, special event or other requests shall be directed to the Plans and Procedures office.

3. Controlled Airspace Intrusions

- a. Responsibilities: Controllers/FLMs shall, to the best of their ability, be observant of aircraft intrusions into the Chicago Class B airspace and Midway Class C airspace, and intrusions reported by other air traffic control towers. As a minimum, take the following actions:
 - (1). Provide to the degree possible, approved separation between aircraft that you are working and the violating aircraft.
 - (2). Assist or attempt to have the violating aircraft exit the controlled airspace.
 - (3). Alert the FLM to the fact that an intrusion of controlled airspace has occurred.
 - (4). Identify, if possible, the violating aircraft. Otherwise track the aircraft in an effort to determine its identification.
 - (5). Initiate a track on the violator. This will result in a data block with the call sign, in sequence: QACID01, QACID02, etc.
 - (6). In the event that the tracked aircraft enters an adjacent radar facility's airspace, request that facility to track and attempt identification. Likewise, when requested by another facility to track/identify an aircraft, comply to the best of your ability.
 - (7). When identification is made, the FLM shall compile information pertinent to the incident (Refer to FAAO 7210.56) and make proper notification to Quality Assurance.

4. Aircraft Hijacking

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

5. Aircraft Transgressing Class D airspace during Reported IFR Conditions

- a. When Class D airspace is reporting less than basic VFR weather conditions (at the primary airport), aircraft requesting to transgress that Class D airspace shall be permitted to conduct the fly-by WITHOUT an ATC clearance if the following conditions are met:
 - (1). The aircraft requesting the fly-by states that they are in and can maintain VFR conditions, and;
 - (2). The aircraft is not operating under a ceiling that is below basic VFR minimums, and;
 - (3). The aircraft is not operating to or from an airport within the Class D airspace.
- b. If the above conditions are met, the approach controller shall coordinate with the control tower to transgress the Class D airspace area unless such overflights are specifically permitted in the facility Letter of Agreement.

6. Lost Communications Link through ARINC

- a. ARINC is a commercial communications corporation which designs, constructs, operates, leases or otherwise engages in radio activities serving the aviation community. ARINC has the capability of relaying information to/from subscribing aircraft throughout the country.
- b. The aircraft communication addressing and reporting system (ACARS) may be used to reestablish radio communications with suitably equipped aircraft. ACARS can be accessed by contacting the San Francisco ARINC communications center watch supervisor at (800) 621-0140, or by contacting the air carrier directly at the phone numbers listed on the IDS4.
- c. There may be a selective calling code for a particular aircraft. This selective code would be contained within the remarks section of the aircraft flight plan, or the selective calling code may be obtained by contacting the air carrier dispatch office. If obtained, provide the ARINC supervisor, or the air carrier dispatch office, with this code in addition to the aircraft call-sign, approximate location and contact instructions.

7. Point Out Procedures

- a. The transferring controller shall, when possible, force the display of a full data block onto the receiving controller's radar scope for any aircraft to be pointed out, prior to initiating verbal coordination of the point out.
- b. When the transferring controller is unable, for any reason, to display a full data block on the receiving controller's radar display, it shall be the responsibility of the receiving controller to display a full data block on any aircraft on which he/she has approved a point out.
- c. If, for any reason, a controller is unable to display the actual NAS generated data block on a particular point out aircraft, the controller may initiate a data block independent of the NAS.

*(beacon code) will automatically generate a track. (i.e. OVR4105)

- d. The receiving controller shall retain the data block on all aircraft on which he/she has approved a point out until the aircraft has exited the receiving controller's airspace.
- e. Inter-facility: It is each receiving controller's responsibility to ensure that the next affected TRACON position receives a point out.
- f. If the overflight traffic is not transponder equipped, the receiving controller shall make a flight progress strip for coordination purposes. This flight progress strip shall be forwarded, along with the point out, to the next affected TRACON position.
- g. Automated Point-Outs:
 - (1) Point out to North Satellite by Sector 1/4 of a northbound departure that will be handed off to either North or East Departure at 4,000 feet and proceed north-eastbound outside the shore line (Shore at Four).
 - (2) Point out to Sector 2 and Sector 3 by Sector 1 of a westbound departure that will be handed off to KANE departure at 4,000 north of CADON on a westerly heading.
 - (3) To reject an automated point-out, type [UN], slew, enter.

8. Airspace Request / Waivers

- a. Laser demonstration requests, aerobatic, parachute and rocket launch waivers shall be processed through the Plans and Procedures office and distributed to the TRACON prior to the activity. Included with the request/waiver will be a plain language explanation of the parameters, conditions and air traffic responsibilities of the activity.
- b. Long term waivers such as those issued for aerobatic practice areas shall be placed at the Operations Manager station.
- c. All requests/waivers shall contain a provision which requires the applicant to contact the TRACON prior to and immediately upon completion of the event.

9. Aerial Photo Request

- a. The Traffic Management Unit is the coordinating office for all aerial photo requests and shall ensure compliance with FAAO 7210.3, Section 5-4-6. When user requests are received, the specialist will obtain the pertinent information as follows:
 - (1). A detailed description of the area to be photographed.
 - (2). The type of shot within the area to be photographed (orbit, spot shot, lines). This may be indicated on a sectional or Class B chart that has been provided by the user.
 - (3). The requested altitude and any allowable variances.
 - (4). If the flight pattern can be interrupted without impacting the shoot or requiring a complete restart of the mission.
 - (5). The requested date and time of day.
 - (6). The aircraft call sign and type.
- b. After obtaining the information, the Traffic Management Specialist shall:
 - (1). Discuss the request with the TRACON FLM and forward the response to the user.
 - (2). Maintain the original drawings provided by the user as well as any subsequent revision to those drawings. These will be placed in a binder or permanent folder in the Traffic Management Unit work area.
 - (3). Distribute in a timely manner to the FLM or to the responsible control position a photocopy of the drawing provided by the user along with the other pertinent information obtained from the pilot.

10. Uncontrolled Satellite Airport Instrument Approach Procedures

- a. The following strip marking shall be applied to all uncontrolled airport arrivals:
 - (1). Radar Service Terminated and a four-digit time to be located anywhere within C90 arrival strip.
 - (2). Pilot Canceled Flight Plan to be located anywhere within boxes 4 or 5 (time is optional).
- b. Data blocks of aircraft on approach to uncontrolled airports shall be placed in hold status by the controller responsible for the airport into which the approach is being conducted. This shall not be removed from hold status by anyone other than the position initiating the freeze and then only after the aircraft has canceled IFR or when so directed by the FLM in charge.

NOTE:

[F7] ZZ [slew] puts the data block in hold status and "HL" will time share with **aircraft speed**. This entry will toggle on or off.

[F4] [slew] will terminate control of the track after it freezes.

- c. The following procedures shall be applied when an approach procedure to an uncontrolled airport originates in one sector's airspace and the destination airport is in another controller's airspace, as in the case of the VOR-A to Casa De Aero and Landings, or any time that an approach clearance will be initiated by a sector other than that sector responsible for the destination airport, such as visual approaches to an airport on a sector border (Clow, Naper Aero, etc.).
- (1). The initiating controller (controller not responsible for the destination airport) shall place the data block of the arrival aircraft into hand-off status to the controller within which the airport of intended landing resides (receiving controller).
 - (2). Coordination shall be effected between the initiating and receiving controller to determine if a communications transfer shall be made or if a point out will be accepted by the receiving controller.
 - (3). The receiving controller shall accept the data block hand-off from the initiating controller and place the data block in hold status.
 - (4). If a point out has been accepted by the receiving controller, the initiating controller shall issue as part of the cancellation procedure to report cancellation on the receiving controller's frequency, or through AFSS and/or through C90 flight data via telephone. NOTE* It is the intent of this section that even though the receiving controller has accepted a point out, the receiving controller is to be ultimately responsible for ensuring the cancellation of IFR by the aircraft.
 - (5). The data block shall not be removed from hand-off status by anyone other than the receiving controller and then only when one of the following applies:
 - (a) The receiving controller has been notified that the aircraft has canceled the IFR flight plan, or,
 - (b) When directed by the FLM in charge that the data block may be removed.

and take action as necessary. This request will be an indication of something going

[REDACTED]

[REDACTED]

12. Invalid Mode-C Reporting

- a. If an aircraft operating in C90 airspace has an invalid Mode C readout, a log entry shall be made in the 7230-4 by the OMIC. The log entry shall identify the situation as “Invalid Mode C” and include:

- (1). Aircraft registration number/call sign.
- (2). UTC date and UTC time of the incident.
- (3). Assigned altitude and Mode C reported altitude.

Note. Additional details may be included if deemed appropriate.

- b. C90 Quality Control staff (QC) shall capture the details of the invalid Mode C readout log entries. C90 QC shall forward (if necessary) a report of invalid Mode C readouts to the Regional Flights Standards Division on a weekly basis as required by JO 7210.56.

13. Flight Check Procedures

- a. FLC Planning and C90 COORDINATOR responsibilities.

- (1). A C90 FLM/CIC will be designated as the COORDINATOR for the FLC operation.
- (2). A planning TELCON involving C90, ORD, Elgin SOC, City of Chicago and FLC personnel will be held. The C90 FLM that will serve as the initial COORDINATOR for the FLC operation will be the facility representative on the planning TELCON. ORD ATCT will designate a COORDINATOR for the operation.
- (3). A written plan for the FLC operation will be prepared and will be made available at the position(s) where the FLC aircraft will be worked. This may be a handwritten sequence of tasks, or a list of tasks that need to be accomplished during the Flight Check operation. Specific FLC tasks and operations may be reviewed by accessing the Flight Check Info pages in the C90 IDS4.
- (4). The “COORDINATORS” will determine in real time when the FLC operations may commence. If traffic or operational conditions require, the FLC operations may be delayed as appropriate.
- (5). The COORDINATOR may NOT work any other operational position (talk to airplanes) while serving this function.

- (6). The COORDINATORS will pre-coordinate, in real time, each flight check operation on a recorded line. Both COORDINATORS must agree on and approve the operation (pending controller to controller coordination). Once the operation is pre-coordinated in real time and agreed upon by the COORDINATORS, the COORDINATORS will identify the specific control positions in each facility that will work FLC. The C90 Coordinator will ascertain the symbol and operational position at ORD that will be used to coordinate with the C90 controller. Each specific FLC operation may not commence until this coordination (COORDINATOR to COORDINATOR, and controller to controller) has been completed.
- (7). Specific controller-to-controller coordination is required for each FLC operation including proper phraseology and point out or approval request as necessary.
- (8). Frequency changes: The FLC aircraft shall be switched to an ORD ATCT frequency each time the aircraft will enter ORD airspace. The FLC aircraft shall be switched to a C90 frequency each time the aircraft will leave ORD airspace and enters C90 airspace.
- (9). MDW 13C: If the FLC operation involves the MDW RWY 13C approaches, the South Satellite coordination light SHALL be activated and acknowledged in addition to the coordination required above.

Note. Depending on the task, the FLC aircraft may go outside the airspace protected by the S. SAT light. In this case the coordination must be complete and specific. The S. SAT light will serve as an extra level of safety.

b. CPC responsibilities.

- (1). The CPC's working position during the FLC operation will review the written plan for the operation and the FLC information in the IDS4.
- (2). Coordinate each FLC operation as appropriate with the ORD ATCT position(s) identified by the COORDINATOR. Controller to Controller (C90 to C90 and C90 to ORD) coordination is required.
- (3). Transfer communications of the FLC aircraft to ORD ATCT frequency anytime the FLC aircraft will enter ORD ATCT airspace.
- (4). Activate and ensure acknowledgement of the S. SAT light prior to conducting any FLC operation involving MDW RWY 13C approaches.
- (5). Advise the COORDINATOR of any operational information or concerns regarding FLC operation.

c. FLM Responsibilities:

- (1). The Planning TELCON shall be on a recorded line – preferably the X5654 line at the OMIC position.
- (2). Make an entry on the Daily Log when the Planning TELCON commences, and on which position it is recorded.
- (3). Make an entry on the Daily Log when the FLC operations commence.

- (4). Make an entry on the Daily Log when the FLC operations end.
- (5). On a midnight shift, the FLM-IC shall not assume the role of COORDINATOR until traffic is light, their administrative tasks have been completed and they can devote full attention to the FLC operation and complete the required coordination. Two FLM's MUST be in the operational quarters during FLC Operations until the FLM-IC can assume the role of COORDINATOR. Once the FLM-IC assumes the COORDINATOR role they shall remain in the operational quarters and be able to immediately coordinate with ORD ATCT. If the FLM must leave the operational quarters, a CIC will be fully briefed on the operation and assume the role of COORDINATOR.

[REDACTED]

[REDACTED]

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Chapter 11 Traffic Management Policies and Procedures

1. Traffic Management

a. Policies.

- (1). The Traffic Management Unit (TMU) is a part of the Chicago TRACON Air Traffic Control Team.
- (2). The Unit's function is to assist the Air Traffic Control Team in providing the highest quality of service to Customers and Users while balancing system demand with capacity. The unit operates as part of a team with the FLM and MAC, planning and overseeing the arrival flow.
- (3). The Traffic Management Unit directs and implements Traffic Management Initiatives; however, the application of these initiatives is the responsibility of all air traffic control personnel.

b. General.

- (1). The normal operating hours will be from 0600 to 2100 local seven days week.
- (2). The TMC/STMC shall be certified and maintain currency in the Traffic Management unit. In addition, the TMC/STMC shall be certified and maintain currency on a minimum of two and a maximum of eight positions in the TRACON. C90 Management will assign the positions of certification. The TMC/STMC will receive training as needed to maintain general knowledge in the remaining areas so as to provide assistance to the specialists in all areas of the TRACON.
- (3). The TMC developmental shall receive on-the-job training under direction of the STMC.
- (4). Supervisory Traffic Management Coordinator (STMC) serves as the first level supervisor for the TMC. The STMC will have the experience necessary to assist all areas of the operation.
- (5). Close STMC/TMC position as directed by OM/FLM-IC.

c. General Procedures.

- (1). The Traffic Management Officer (TMO) provides staff leadership and is responsible and accountable for all traffic management programs, traffic analysis, analyzing and evaluating national and regional traffic management policies and regulations, and matching work force with workload. Additionally the Traffic Management Officer serves as a liaison with system users, National Weather Service, and other FAA Facilities.

- (a) Upon attaining operational currency, performs the duties of the STMC when operationally necessary.
 - (b) Serves as the first level supervisor for the STMC.
- (2). Supervisor Traffic Management Coordinator (STMC).
- (a) Is the focal for all inter-facility communication.
 - (b) Continually keeps the front/foul/side line FLM's/CIC's/ MAC aware of any operational issues including configuration changes. Solicits input and agreement from OMIC/FLM-IC and frontline FLM prior to implementing configuration changes.
 - (c) Responsible for the overall floor operation of the Traffic Management Unit.
 - (d) Maintain a constant awareness of all traffic management initiatives.
 - (e) Maintain awareness and assist in the development of the Daily Operations Plan (DOP).
 - (f) Determine the AAR for ORD and MDW based on the configuration, spacing requirements, and impacting conditions.
 - (g) Communicate with ORD, ZAU, ATCSCC and Users to ensure traffic management programs are implemented, if needed, to successfully meet the AAR.
 - (h) Keep the TMC positions informed of any situation that could impact their operations.
 - (i) Disseminate information for special flights to the TMC.
 - (j) Maintain a constant awareness of ORD/MDW departure delays including length, numbers, and reasons.
 - (k) Prepare and deliver the operational briefing for the shift.
 - (l) Participate in National/Regional Traffic Management Telcons.
 - (m) Participate in all Collaborative Decision Making (CDM).
 - (n) Ensure all TMI's are appropriately logged.
 - (o) Prepare an end-of-shift summary for the shift.
- (3). Traffic Management Coordinator (TMC) duties.
- (a) Perform Traffic Management Coordinator in Charge (TMCIC) duties in the absence of the STMC, if certified.
 - (b) Develop a Daily Operations Plan (DOP) through coordination with ZAU, ORD, MDW, and the National Weather Service. Anticipate changes to the DOP due to expected impacting conditions.
 - 1. Receive coordination from ORD and MDW as to their individual ability to provide visual separation between successive arrivals and coordinate with appropriate FLM/CIC.

2. Ensure ORD and MDW update the IDS4 to accurately reflect their individual ability to provide visual separation between successive arrivals.
 3. Make log entries to identify when ORD and MDW notify their ability to provide visual separation changes.
- (c) Makes required entries into the NTML, ARMT, CountOps, ETMS and other programs.
- (d) Ensure ETMS computers are working properly and advise System Administrator, ATCSCC, or the ETMS hotline of any problems.
- (e) Communicate with ORD, MDW, ZAU, and ATCSCC to determine and initiate Traffic Management initiatives for C90.
- (f) Coordinate and disseminate special flight information to any areas that may be affected.
- (g) Participate in Collaborative Decision Making (CDM) discussions.
- (h) Maintain an awareness of traffic volume in C90 airspace. Determine the need for Traffic Management initiatives (TMI's) to control departure/arrival flows in C90 airspace.
- (i) Perform inter facility coordination for all TMI's at C90 airports.
- (j) Forward all pertinent TMI's to MDW.
- (k) Coordinate SWAP's for all C90 airports except MDW and ORD.
- (l) Verify transmittal of OPSNET data.
- (m) Coordinate actions and respond to requests from adjacent facilities to insure that operational effectiveness is maintained.
- (n) Pirep Dissemination.
- (o) When advised by ORD or MDW ATCT of aircraft requests due to the 3 hour Tarmac Rule, advise ZAU TMU as specified in FAA N7210.745.

2. MDW Specific Procedures

- a. TMU will inform SBN and ZAU STQ Sector, which runway transition to issue for aircraft landing MDW, interval and speed.
- b. TMU will advise the ZAU DNV sector which runway configuration MDW is using.
- c. MDW Departure Data to South Bend.
 - (1). When advised by the FLM-IC that eastbound MDW departures are not topping SBN airspace, contact ZAU TMU to activate the MDW data string to SBN. (READ OC11 MDWSBON)
 - (2). When advised by the FLM-IC that conditions no longer warrant sending MDW departure strips to SBN, contact ZAU TMU to de-activate the MDW data string to SBN. (READ OC11 MDWSBOFF)

3. ORD Specific Procedures**a. Area G / Z Procedures.**

- (1). Coordinate Area G and Area Z per the LOA's.
- (2). Advise FLM when coordination is complete.
- (3). Maintain status of IDS4 Area G and Area Z Box.

b. CRDA. Make STARS keyboard entries to enable and disable CRDA when requested by ORD TMU.**c. PRM Operations.** Advise ZAU TMU when commencing and terminating PRM operations.

Chapter 12 Converging Runway Display Aid (CRDA)

1. Definitions

- a. Arrival Departure Windows (ADW): A window along the final approach course in which a departure may be released provided that no arrival is in the window.
- b. Converging Runway Display Aid (CRDA): CRDA is an automation tool to aid air traffic controllers to establish and maintain a pre-determined offset distance with Runway 27R arrivals from Runway 27L arrivals. This offset, places both arrivals in a position allowing ORD to depart Runway 33 utilizing ADW's. The basic function of CRDA projects a targeted position for the Runway 27R arrival based on the position information of the Runway 27L arrival. This projection is known as a "ghost" target.

2. Procedures

- a. Enable/Disable CRDA: CRDA entries are located in the IDS4 under STARS Entries (Page 1271 & 1301).
 - (1). CRDA defaults to "disabled" at system startup.
 - (2). CRDA may be enabled or inhibited at individual position.
 - (a) To Enable CRDA at your own position: [F16],G,E "*"T1 ORD 27L/27R" will be displayed in the SSA at the position that made the entry. "T1 ORD 27L/27R" without the "*", will be displayed on all other positions.
 - (b) To Disable (Inhibit) CRDA at your own position: [F16],G,I
- b. When CRDA is in use, the 27R Final controller:
 - (1). Must select CRDA for their display to assist in creating a stagger with Runway 27L traffic. Optimally, aircraft landing Runway 27R should be within 1/2 NM of the ghost target for traffic landing Runway 27L.
 - (2). Must conduct Simultaneous Independent Instrument Approaches to 27R.

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Appendix A *Glossary*

This glossary provides a definition of commonly used terms in controller to controller communications that are site specific to Chicago TRACON. Except for O'Hare runway configurations it includes commonly used phrases which are intended only for internal controller to controller communication.

Except as authorized by Chapter 5, paragraph 5 of this Order, the use of a unique term contained in this glossary does not relieve the controller of the requirements contained in FAAO 7110.65, paragraph 2-4-12, Interphone Message Format.

Arrival / Approach - Refers to Feeder and/or Final.

ATPA – Automated Terminal Proximity Alert is a distance processing tool, it's use is voluntary and advisory in nature.

Bags - North Bags And South Bags - The sectorization of the Chicago TRACON and associated positions, where North Bags refers to North Satellite operations and South Bags refers to South Satellite operations.

Capture Bars – Two lines through the 6,000 and 8,000 ft. fixes to aid in identifying capture points.

Capture Point - Point on final where an aircraft must be established on the localizer, cleared for the approach and transferred to the monitor.

CRDA - Converging Runway Display Aid is an automation aid used by air traffic controllers to judge spatial relationships between aircraft that are destined for converging or intersecting runways. The goal is to increase capacity and efficiency using RNAV and RNP.

East Flow – ORD arrival configuration landing any of the following runways: 9L/R, 10L/C/R.

Foul Line - The Chicago TRACON South Satellite positions 61 through 70.

Front Line - The Chicago TRACON O'Hare arrival positions including parallel monitor.

Head fake - An O'Hare arrival that has been coordinated as a "turn-in" and is returned to the normal arrival flow.

Side Line - The Departure and North Satellite positions 75 through 86.

Shore At Four - Point out to North Satellite by Sector 1/ 4 of a northbound departure that will be handed off to either North or East Departure at 4,000 feet.

Turn-In - An O'Hare arrival that will be vectored across the normal arrival flow to the opposite arrival controller for sequencing to that runway.

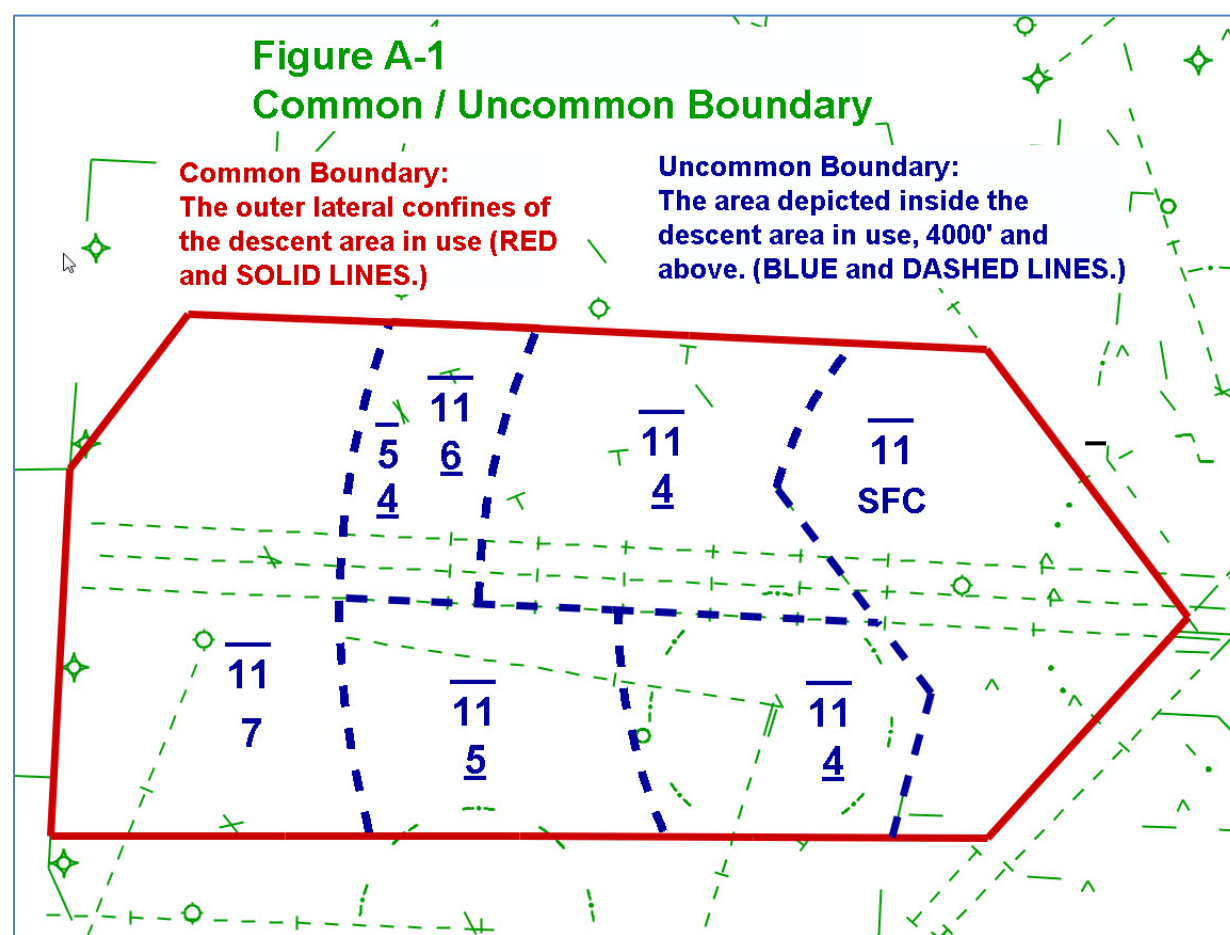
Visual Approach Box Maps – Overlay map which depicts 3NM north/south of 9R/27L and 3NM south of 10C/28C.

West Flow – ORD arrival configuration landing any of the following runways: 28L/C/R, 27L/R.

Uncommon Boundary – A boundary which one position owns to the boundary and other positions must remain 3NM from. Feeder boundaries are uncommon. Departure/Satellite must remain 3 NM from Feeder airspace.

The Final (Arrival) airspace boundaries depicted inside the outer lateral confines of the O'Hare descent area in use, 4000' and above, are uncommon boundaries. Satellite/Departure positions must remain 3NM from these uncommon boundaries (see Figure A-1).

Figure A-1 Common/Uncommon Boundary



Appendix B *Waivers*

08/01/2017

C90 7110.65K

1. Vectors to Final Approach Course (00-T-02H valid April 23, 2016 – April 22, 2018)




Federal Aviation Administration

Memorandum

Date: JAN 28 2016

To: Tony Mello
Director, Air Traffic Services North, Central Service Area

From: 
Heather Hemdal
Director, Air Traffic Procedures

Subject: Waiver Renewal Request for Chicago Terminal Radar Approach Control (C90 TRACON); Your Memo dated November 16, 2015

Your request for a waiver renewal to FAA Order JO 7110.65, paragraph 5-9-1a, Vectors to Final Approach Course, is approved.

This waiver authorizes C90 TRACON personnel to intercept the final approach course 1 NM from the approach gate when conducting Instrument Landing System (ILS) Runway 13C approaches to the Chicago Midway International (MDW) Airport, when the reported ceiling is less than 500 feet above the minimum vectoring altitude or the visibility is less than 3 miles.

Attached waiver 00-T-02H is effective April 23, 2016, and is valid for 2 years (April 22, 2018). A request for renewal of this waiver must be made no later than 150 days (November 22, 2017) prior to the expiration date.

If you have any questions or desire further information, please contact Lawrence Beck, Manager, Terminal Standards and Procedures, AJV-82, at (202) 267-0862.

Attachment
Waiver 00-T-02H

Waiver 00-T-02H
Date: April 23, 2016

**FEDERAL AVIATION ADMINISTRATION
AIR TRAFFIC DIRECTIVES
WAIVER/AUTHORIZATION**

ISSUED TO:

The Director, Air Traffic Services North, Central Service Area, for the Chicago Terminal Radar Approach Control (C90 TRACON).

AFFECTED DIRECTIVE:

FAA Order JO 7110.65, paragraph: 5-9-1a, Vectors to Final Approach Course.

OPERATION(S) AUTHORIZED:

This waiver authorizes C90 TRACON personnel to intercept the final approach course 1 NM from the approach gate when conducting Instrument Landing System (ILS) Runway 13C approaches to the Chicago Midway International (MDW) Airport, when the reported ceiling is less than 500 feet above the minimum vectoring altitude or the visibility is less than 3 miles.

SPECIAL PROVISIONS, CONDITIONS, AND LIMITATIONS:

Operations conducted under this waiver are subject to the following:

- a. This waiver is only applicable to the ILS approaches and not area navigation (RNAV) approaches.
- b. All other provisions of FAA Order JO 7110.65, paragraphs 5-9-1 and 5-9-2, apply.

This waiver is effective April 23, 2016, and is valid for 2 years (April 22, 2018). A request for renewal of this waiver must be made no later than 150 days (November 22, 2017) prior to the expiration date.



Heather Hemdal
Director, Air Traffic Procedures

U.S. Department
of Transportation
Federal Aviation
Administration

Facility Specific Safety Standard (FSSS)

Vectors to Final Approach Course

C90 Terminal0507

1. AUTHORIZATION: Chicago TRACON is authorized to vector aircraft to intercept the final approach course as specified in this authorizing document. A copy of this document must be readily available to operational personnel for whom the authorization applies.

Table 1. Equipment

Equip ID	Equip Type	Equip Name
ELGA	ARTS	ARTS III W AP-1 (ARTS PROCESSOR) STANDARD FACILITY - ARTS (4AA01A)
ORDA	ASR	ASR-9 STANDARD FACILITY - ASR (453ACA)
ORDB	ASR	ASR-9 STANDARD FACILITY - ASR (453ACA)
QXCM	ASR	ASR-9 STANDARD FACILITY - ASR (453ACA)
MDW	PAPI	NEW BEDFORD PANORAMEX FA-10620 STANDARD FAC W RMM - PAPI (33194B) 13C
MDW	DME	ASR SINGLE SYS COLLOCATED W/LOC W/RMM - DME (312EHQ) 13C
ORD	MODES	MODE-S STANDARD FACILITY COLLOCATED AT AN ASR-9 SITE - MODES (451FAC)
MDW	LDIN	LDIN STANDARD FACILITY - LDIN (33140A) 13C

Table 2. Approach Procedures

Airport	Approach Procedure	Distance from Approach Gate
MDW	ILS OR LOC/DME RWY 13C	1nm

2. EFFECTIVE DATE: 04/17/2014

3. EXPIRATION: This authorizing document will remain in effect until amended, suspended, or revoked. AOV approval is required before making changes to any provision contained within this authorizing document. In accordance with the ATO SMS Manual, the ATO must remain vigilant for changes to the system state and perform additional safety analysis as required. Relevant changes detected in the system state, along with results of the safety analysis, must be reported to AOV as soon as the information becomes available. Failure to comply with the provisions herein may result in suspension or revocation of this authorization.

4. REFERENCES: This authorizing document, as developed specifically for Chicago TRACON, supersedes requirements set forth in FAA Order JO 7110.65, paragraph 5-9-1 as they relate to vectoring aircraft to intercept the final approach course.

5. REQUIREMENTS:

U.S. Department
of Transportation
Federal Aviation
Administration

Facility Specific Safety Standard (FSSS)

a. When equipment listed in Table 1 becomes inoperable, Chicago TRACON must conduct an assessment to determine whether this operation should be suspended. A notation reflecting the outcome of the assessment must accompany the equipment outage entry on FAA Form 7230-4 (i.e. decision to continue or suspend the provisions of this authorization).

b. When the reported ceiling is less than 500 feet above the MVA/MIA or the visibility is less than 3 miles, Chicago TRACON may vector arriving aircraft to intercept a final approach course listed in Table 2, at a point no closer than the distance from the associated approach gate listed in Table 2.

c. Chicago TRACON may vector aircraft to intercept the final approach course between the distance specified in Table 2 and the final approach fix, only when specifically requested by the pilot.

d. Chicago TRACON must vector aircraft requesting an "evaluation approach" or a "coupled approach", or a similar term, at least 2 miles outside the approach gate.

e. Chicago TRACON must not vector aircraft to intercept the final approach course at a point closer than the final approach fix, regardless of pilot request.

f. Chicago TRACON must use an approach procedure listed in Table 2 while exercising the provisions of this authorization.

g. Chicago TRACON must ensure aircraft conducting precision approaches do not intercept the final approach course at an altitude above the glideslope/glidepath or below minimum glideslope intercept altitude specified on the approach procedure chart.

h. Chicago TRACON must ensure aircraft conducting nonprecision approaches intercept the final approach course at an altitude which will allow descent in accordance with the published procedure.

i. Chicago TRACON must notify affected aircraft of the non-standard intercept point. Notification may be provided through Automatic Terminal Information Service (ATIS).

j. This authorization is subject to the following local provisions:

No local provisions specified.

6. **TRAINING:** Provisions of this authorizing document must be included in the initial qualification training and be retrained annually.

7. SUPPORTING DOCUMENTATION:

Version	Document Title	Effective Date
1.3	ATO Waiver 00-T-02G Renewal Request Package (SRMD, Waiver, Memo)	09/27/2013

U.S. Department
of Transportation
Federal Aviation
Administration

Facility Specific Safety Standard (FSSS)

-
1. Issued by the Air Traffic Safety Oversight Service.
 2. This authorization is approved by the Director, Air Traffic Safety Oversight Service (AOV-1).



Digitally signed by Murrell F. Stinnette, Branch Manager
[1] EFFECTIVE DATE: 4/17/2014 12:00:00 AM, [2] AMENDMENT #: 0
Location: FSSS
DATE: 2014.04.17 10:48:54 -05:00

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2. Separation from Obstructions and Vectors Below Minimum Altitude (10-T-07C valid October 5, 2017 – October 4, 2019)

Referred to as Willis Tower




Federal Aviation Administration

Memorandum

Date: **AUG 31 2017**

To: Tony Mello
Director, Air Traffic Operations, Central Service Area

From: 
Heather Hemdal
Director, Air Traffic Procedures

Subject: Request for Waiver Renewal to Federal Aviation Administration (FAA)
Order JO 7110.65, Paragraph 5-5-9a1, Separation from Obstructions and
5-6-3b, Vectors Below Minimum Altitude, for Chicago Terminal Radar
Approach Control (C90 TRACON); Your Memo dated March 14, 2017

Your request for a renewal waiver to FAA Order JO 7110.65, Paragraph 5-5-9a1, Separation from Obstructions, and Paragraph 5-6-3b, Vectors Below Minimum Altitude, is approved.

This waiver authorizes C90 TRACON personnel to apply two (2)-mile lateral separation from the Willis Tower and overfly the protected airspace around the Willis Tower at 3,000 feet mean sea level (675 feet above the obstruction) for appropriate Midway Airport (MDW) departures.

Attached waiver 10-T-07C is effective October 5, 2017, and valid for 2 years (October 4, 2019). A request for renewal should be made no later than 75 days (July 21, 2019) prior to the expiration date.

If you have any questions or desire further information, please contact Larry Beck, Manager, Terminal Standards and Procedures, at (202) 267-0862.

Attachments:
Waiver 10-T-07C
AOV FSSS (Rev 070 – 8/7/2013)

Waiver: 10-T-07C
Date: October 5, 2017

**FEDERAL AVIATION ADMINISTRATION
AIR TRAFFIC DIRECTIVES
WAIVER/AUTHORIZATION**

ISSUED TO:

Director, Terminal Operations, Central Service Area North, for the Chicago Terminal Radar Approach Control (C90 TRACON).

AFFECTED DIRECTIVE:

Federal Aviation Administration (FAA) Order JO 7110.65, Paragraphs 5-5-9a1, Separation from Obstructions, and 5-6-3b, Vectors Below Minimum Altitude.

OPERATIONS AUTHORIZED:

This waiver authorizes C90 TRACON personnel to apply two (2)-mile lateral separation from the Willis Tower and overfly the protected airspace around the Willis Tower at 3,000 feet mean sea level (675 feet above the obstruction) for appropriate Midway Airport Traffic Control Tower (MDW ATCT) departures.

SPECIAL PROVISIONS, CONDITIONS, AND LIMITATIONS:

This waiver is dependent upon the following:

- a. To only be used for instrument flight rules (IFR) aircraft departing Chicago Midway International Airport (MDW) utilizing the MIDWAY or CICERO standard instrument departures (SID) to the east from Runways 22L and 31C.
- b. MDW ATCT personnel will not assign an initial heading between 270 degrees clockwise to 089 degrees.
- c. Only used for aircraft who have been assigned and are climbing to 3,000 feet MSL.
- d. Only used for aircraft that are eastbound and will remain to the south of the Willis Tower obstruction.
- e. All vectors will be intended to place the departure aircraft track south of the 3-mile protected airspace around the Willis Tower obstruction. In no case will the departure aircraft track be less than 2 miles from the Willis Tower obstruction.
- f. ATC personnel will ensure an aircraft correctly flying the appropriate SIDs and initial heading will not overfly the obstruction.

KSN ID: 1456 | GRS: 7110.1 | RMDD: 03212037

2

g. At appropriate operational positions, ATC personnel will have a selectable video map presentation that indicates the 2-mile protected airspace around the southern part of the obstruction.

h. All appropriate operational personnel will receive initial and annual refresher training on the provisions of this waiver.

This waiver is effective October 5, 2017, and valid for 2 years (October 4, 2019). A request for renewal should be made no later than 75 days (July 21, 2019) prior to the expiration date.



Heather Hemdal
Director, Air Traffic Procedures

KSN ID: 1456 | GRS: 7110.1 | RMDD: 03212037

U.S. Department
of Transportation
Federal Aviation Administration **Facility Specific Safety Standard (FSSS)**

Terminal0502 . Vectors Below Minimum Altitude - Departures HQ Control: 08/07/2013
HQ Revision: 070

1. AUTHORIZATION: CHICAGO TRACON is authorized to clear aircraft departing CHICAGO MIDWAY INTL. to operate no closer than 2 nautical miles lateral and 675 feet vertical separation from the protected airspace of a prominent obstruction as described in Table 1 and Table 2 below, and this authorizing document. A copy of this authorization must be readily available to operational personnel for whom this procedure applies.

Table 1

PROMINENT OBSTRUCTION	LOCATION	LAT/LONG	OBSTRUCTION HEIGHT	MVA OVER OBSTRUCTION
Willis Sears Tower	7.66 nautical miles northeast of Chicago Midway International Airport (MDW).	N/A	2,325 feet above mean sea level	3,300

Table 2

RUNWAY	SID(S) and Revision	HEADING OR TRANSITION	MINIMUM ASSIGNED ALTITUDE
22L	MIDWAY or CICERO	MDW Airport Traffic Control Tower personnel will not assign an initial heading between 270 degrees clockwise to 089 degrees.	3,000
31C	MIDWAY or CICERO	MDW Airport Traffic Control Tower personnel will not assign an initial heading between 270 degrees clockwise to 089 degrees.	3,000

2. EXPIRATION: This authorizing document will remain in effect until further notice. AOV approval is required before making any changes. Failure to comply with the provisions herein may result in suspension or revocation of this authorizing document.

3. REFERENCES: This authorizing document, as developed for CHICAGO TRACON, supersedes the following provisions of FAA Order JO 7110.65:

a. para. 5-5-9a1, Separation from Obstructions:

a. Except in En Route Stage A/DARC or Stage A/EDARC, separate aircraft from obstructions depicted on the radar display by the following minima:

- 1. When less than 40 miles from the antenna— 3 miles.*

U.S. Department
of Transportation
Federal Aviation Administration **Facility Specific Safety Standard (FSSS)**

b. para. 5-6-3b, Vectors Below Minimum Altitude:

Except in en route automated environments in areas where more than 3 miles separation minima is required, you may vector a departing IFR aircraft, or one executing a missed approach, within 40 miles of the radar antenna and before it reaches the minimum altitude for IFR operations if separation from prominent obstacles shown on the radar scope is applied in accordance with the following:

b. If the flight path is less than 3 miles from the obstacle and the aircraft is climbing to an altitude at least 1,000 feet above the obstacle, vector the aircraft to increase lateral separation from the obstacle until the 3 mile minimum is achieved or until the aircraft reports leaving an altitude above the obstacle.

4. REQUIREMENTS:

a. CHICAGO TRACON must have a current ATO approved Safety Risk Management Document (SRMD) accomplished for the procedure described in this authorizing document.

b. This authorization is valid for Instrument Flight Rules (IFR) aircraft only departing CHICAGO MIDWAY INTL airport from Runway(s) 22L and 31C, and utilizing the SID(s) indicated in Table 2 above.

c. Affected departure aircraft must be cleared to the Minimum Assigned Altitude indicated in Table 2 above, and on an appropriate Standard Instrument Departure (SID) procedure.

d. This authorization will only be used for aircraft that are eastbound and that will remain south of the prominent obstruction.

e. ATC personnel must ensure an aircraft, correctly flying the appropriate SID and/or initial heading, will not overfly the actual obstruction.

f. At appropriate operational positions, ATC personnel must have a selectable video map presentation that indicates the 2 nautical miles protected airspace around the obstruction, and the obstruction must be accurately displayed. At no time will the departure aircraft track be less than 2 nautical miles from the prominent obstruction.

g. The ARTS IIIe display system must be fully operational and full data blocks with Mode-C verified altitude readout must be displayed on the appropriate operational positions.

h. This authorization is subject to the following local provisions.

(1) Personnel must use the Minimum Vectoring Altitude chart that applies to the radar sensor/mode in use. The areas for the ORD, ORN, QXM, and DPA are the same and are depicted in the C90 MVA CHART contained in the Supporting Documentation section of this authorization.

(2) A video map presentation indicating the 2-mile protected airspace around the Willis Sears

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Federal Aviation Administration **Facility Specific Safety Standard (FSSS)**

Tower is available with the following ARTS entry:

(a) F7, K, W T E (Enter) to enable.

(b) F7, K, W T I (Enter) to inhibit.

5. TRAINING: Provisions of this authorizing document must be included in the initial qualification training and be retrained annually.

6. SUPPORTING DOCUMENTATION:

- a. Safety Risk Management Document (SRMD)
- b. The CHICAGO TRACON Standard Operating Procedure (SOP)
- c. The AFS 450 Safety Study Report pertaining to this procedure
- d. Affected Standard Instrument Departure procedure(s).
- e. Other supporting documents/graphic depictions.

(1) C90 MVA MAP, dated 12/18/2012

(2) C90-MDW LOA, dated 01/10/2013

Version	Document Title	Effective Date
	CICERO FIVE DEPARTURE pg 1	07/25/2013
	CICERO FIVE DEPARTURE pg 2	07/25/2013
	MIDWAY EIGHT DEPARTURE pg 1	07/25/2013
	MIDWAY EIGHT DEPARTURE pg 2	07/25/2013
	WAIVER REQUEST FOR REDUCED LATERAL SEPARATION FROM AN OBSTRUCTION AND VECTORS BELOW MINIMUM VECTOR ALTITUDE FOR MIDWAY AIRPORT DEPARTURES EASTBOUND	05/02/2013
1.4	C90 SRMD REDUCED LATERAL SEPARATION FROM AN OBSTRUCTION AND VECTORS BELOW MINIMUM VECTOR ALTITUDE FOR MIDWAY AIRPORT DEPARTURES EASTBOUND/NORTHBOUND	05/02/2013

U.S. Department
of Transportation
Federal Aviation Administration **Facility Specific Safety Standard (FSSS)**

	C90-MDW LOA	01/10/2013
	C90 MVA MAP	12/18/2012
	AFS-450 SAFETY STUDY REPORT	12/31/2010

-
1. Issued by the Air Traffic Safety Oversight Service.
 2. This FSSS authorization is approved by direction of the Director, Air Traffic Safety Oversight Service (AOV-1).



Digitally signed by Tommy Devereaux Sr., Branch Manager
[1] EFFECTIVE DATE: 9/4/2013 12:00:00 AM. [2] AMENDMENT #: 0
Location: FSSS
DATE: 2013.09.04 13:13:17 -05:00

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3. Visual Approaches to Multiple Runways 10R Offset FAC
(16-T-01 valid January 31, 2017 – January 30 2019)

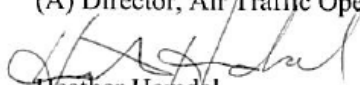


**Federal Aviation
Administration**

Memorandum

Date: JAN 27 2017

To: Nora Bialek
(A) Director, Air Traffic Operations North, Central Service Area

From: 
Heather Hemdal
Director, Air Traffic Procedures

Subject: Request for Waiver to FAA Order JO 7110.65, Paragraph 7-4-4c3, Approaches to Multiple Runways, for Chicago Terminal Radar Approach Control (C90 TRACON), Your Memo Dated June 23, 2016

Your request for a waiver to C90 TRACON to FAA Order JO 7110.65, Paragraph 7-4-4c3, Approaches to Multiple Runways, is approved.

This waiver authorizes C90 TRACON personnel to apply the provisions of FAA Order JO 7110.65, paragraph 7-4-4c3, when clearing aircraft executing visual approaches to Runway 10R, with simultaneous arrivals landing Runway 10C, as long as aircraft intercept the offset final approach course no later than the Final Approach Fix (FAF).

Attached waiver 16-T-01 is effective January 31, 2017, and is valid for 2 years (January 30, 2019). Any request for renewal must be made at least 75 days (November 16, 2018) prior to the expiration date.

If you have any questions or concerns, or desire further information, please contact Larry Beck, Manager, Terminal Standards and Procedures, AJV-82, at (202) 267-0862.

Attachments:
Waiver 16-T-01
AOV Stamped Waiver

Waiver: 16-T-01
Date: January 31, 2017

**FEDERAL AVIATION ADMINISTRATION
AIR TRAFFIC DIRECTIVES
WAIVER/AUTHORIZATION**

ISSUED TO:

The Director, Air Traffic Operations North, Central Service Area, for Chicago Terminal Radar Approach Control (C90 TRACON).

AFFECTED DIRECTIVE(S):

1. Federal Aviation Administration (FAA) Order JO 7110.65, paragraph 7-4-4c2, Approaches to Multiple Runways (parallel runways separated by at least 2,500 feet, but less than 4,300 feet).
2. FAA Order JO 7110.65, paragraph 7-4-4c3, Approaches to Multiple Runways (parallel runways separated by 4,300 feet or more).

OPERATION(S) AUTHORIZED:

This waiver authorizes C90 TRACON personnel to apply the provisions of FAA Order JO 7110.65, paragraph 7-4-4c3, when clearing aircraft executing visual approaches to Runway 10R, with simultaneous arrivals landing Runway 10C, as long as aircraft intercept the offset final approach course no later than the Final Approach Fix (FAF).

SPECIAL PROVISIONS, CONDITIONS AND LIMITATIONS:

1. Aircraft must be instructed by C90 to intercept the Runway 10R offset FAC (Instrument Landing System [ILS] Localizer [LOC] or Area Navigation [RNAV] Global Positioning Satellite [GPS] as assigned by Air Traffic Control [ATC]), no later than the FAF, when applying the provisions of this waiver. Upon approval of this waiver, this will be added to the C90 Standard Operating Procedure (SOP).
2. Information regarding the use of this waiver will be included in controller briefings.
3. A Letter to Airmen (LTA) notifying them if traffic is conducting visual approaches to Runway 10R to expect to be instructed to intercept and fly the offset FAC as assigned by ATC.
4. This procedure will be put in the special notices section of the Chart Supplement.

This waiver is issued on the basis that these procedures continue to provide an equivalent level of safety and ensure the safe and efficient control of aircraft.

This waiver is effective January 31, 2017 and valid for 2 years (January 30, 2019). A request for renewal of this waiver should be made 75 days (November 16, 2018) prior to the expiration date.



Heather Hemdal
Director, Air Traffic Procedures

Waiver: 16-T-01

Date:

**FEDERAL AVIATION ADMINISTRATION
AIR TRAFFIC DIRECTIVES
WAIVER/AUTHORIZATION**

ISSUED TO:

The Director, Air Traffic Operations North, Central Service Area, for Chicago Terminal Radar Approach Control (C90 TRACON).

AFFECTED DIRECTIVE(S):

1. Federal Aviation Administration (FAA) Order JO 7110.65, paragraph 7-4-4c2, Approaches to Multiple Runways (parallel runways separated by at least 2,500 feet, but less than 4,300 feet).
2. Federal Aviation Administration (FAA) Order JO 7110.65, paragraph 7-4-4c3, Approaches to Multiple Runways (parallel runways separated by 4,300 feet or more).

OPERATION(S) AUTHORIZED:

This waiver authorizes C90 TRACON personnel to apply the provisions of FAA Order JO 7110.65, paragraph 7-4-4c3, when clearing aircraft executing visual approaches to Runway 10R, with simultaneous arrivals landing Runway 10C, as long as aircraft intercept the offset final approach course (FAC) no later than the Final Approach Fix (FAF).

SPECIAL PROVISIONS, CONDITIONS AND LIMITATIONS:

1. Aircraft must be instructed by C90 to intercept the Runway 10R offset FAC (Instrument Landing System [ILS] Localizer [LOC] or Area Navigation [RNAV] Global Positioning Satellite [GPS] as assigned by Air Traffic Control [ATC]), no later than the Final Approach Fix (FAF), when applying the provisions of this waiver. Upon approval of this waiver, this will be added to the C90 Standard Operating Procedure (SOP).
2. Information regarding the use of this waiver will be included in controller briefings.
3. A Letter to Airmen (LTA) notifying them if traffic is conducting visual approaches to Runway 10R to expect to be instructed to intercept and fly the offset FAC as assigned by ATC.
4. This procedure will be put in the special notices section of the Chart Supplement.

This waiver is issued on the basis that these procedures continue to provide an equivalent level of safety and ensure the safe and efficient control of aircraft.

This waiver is effective and valid for 2 years. A request for renewal of this waiver should be made 75 days prior to the expiration date.

Heather Hemdal
Director, Air Traffic Procedures

KSN ID: 1085 | GRS: 7110.1 | RMDD: 06232036

WAIVER APPROVED BY AOV:INITIALS: *WH* EFFECTIVE DATE: JAN 17, 2017 EXPIRATION DATE: JAN 31, 2019

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Appendix C *Contingency Authorization for Simultaneous Approaches during Glideslope Outages.*

**FEDERAL AVIATION ADMINISTRATION
AIR TRAFFIC DIRECTIVES
CONTINGENCY AUTHORIZATION FOR SIMULTANEOUS
APPROACHES DURING GLIDESLOPE OUTAGES**

ISSUED TO:

The Director, Terminal Operations, Central Service Area, for the Chicago O'Hare Air Traffic Control Tower and Chicago TRACON (ORD/C90).

AFFECTED DIRECTIVE(S):

Federal Aviation Administration Order JO 7110.65, paragraph 5-9-7 and Federal Aviation Administration Order JO 7210.3, paragraph 10-4-6, Simultaneous Independent Approaches.

OPERATION AUTHORIZED:

This Contingency Plan authorizes ORD/C90 personnel to conduct Simultaneous Independent Approaches when there is an outage of the glideslope lasting 29 days or less. Operations are contingent upon the loss of only one glideslope, and if a second glideslope fails operations within this Contingency Plan are no longer authorized.

SPECIAL PROVISIONS, CONDITIONS AND LIMITATIONS:

Operations conducted under this Contingency Plan are subject to the following:

- When Independent approaches are being utilized C90 must have final monitor controllers with override capability, and the "No Transgression Zone" (NTZ) must be established and operated in accordance with all applicable regulations.
- C90 has radar coverage down to the decision altitude and/or the minimum descent altitude, and all approaches must be terminated to the runway without a glideslope whenever the reported visibility is below the straight in localizer minimum for that runway.
- The VORTAC, DME, Mode S and Radar must be operational for the approach without the glideslope, and Mode C requirements must not be waived for any aircraft conducting an ILS approach when the glideslope is out of service for that runway.
- In accordance with the Service Level Agreement, Technical Operations personnel must be notified through MOCC of any *glideslope outage*. The Front Line Manager/CIC must ensure that MOCC issues a NOTAM for the glideslope outage. This must be logged on the Daily Record of Facility Operation FAA Form 7230-4.
- The ATIS must be revised to include the following statement "Runway XX Glideslope out of service" whenever the associated runway must be used for arrivals.

- The Traffic Management Unit must set the appropriate airport arrival rate (AAR), and notify the Command Center of any delays associated with the glideslope outage.
- The Operations Manager, Watch Supervisor, or Controller in Charge must log the glideslope outage and any adverse impacts on the operation in the Daily Record of Facility Operations, FAA Form 7230-4 using CEDAR. Any loss of separation, break out, or other related incidents associated with operations under this contingency plan must be logged as an MOR in the Daily Record of Facility Operations, and reported to the Chicago District Manager, or his designee. The Chicago District Manager must report the incident to the Director, Terminal Operations Headquarters as soon as possible.
- All employees must be provided initial training prior to the use of this contingency plan, and provided annual refresher training, which must be included in the refresher training syllabus, on the procedures in this contingency plan for glideslope outage. The training must be documented as per FAA Order JO 3120.4.
- The following actions specific to ORD/C90 must be accomplished as soon as possible upon the loss of a glideslope:
 1. The OM/FLM/CIC must brief CPC workforce of the impact to the operation at the beginning of work assignments or as soon as possible after the loss of the glideslope, i.e.... higher minimums, potential missed approaches, potential increase in MSAW alerts, etc...
 2. When able, RNAV approaches should be conducted in lieu of ILS glideslope unusable approaches.
 3. Side-Step operations must be conducted in VMC.
 4. CAT II and CAT III operations are not authorized to runways with the glideslope out of service.
- A LOA between ORD and C90 must be finalized, signed and briefed to all employees prior to utilizing the procedures contained in this contingency plan. The LOA must specify a description of the procedures, all requirements, responsibilities and any limitations as specified in this contingency plan for glideslope outages lasting 29 days or less.


Manager, Chicago TRACON

2/6/13
Date


Manager, Chicago O'Hare ATCT

2/5/13
Date


Director, Terminal Operations, Central Service Area

2/8/13
Date


Manager, Safety Engineering Group, AJI-16

2/21/13
Date


Acting Director, Terminal Operations-Headquarters

2/28/13
Date

CONTINGENCY AUTHORIZATION FOR SIMULTANEOUS APPROACHES DURING GLIDESLOPE
OUTAGES C90/ORD

APPROVED BY AOV:
INITIALS: KL
DATE: 3/29/13

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Appendix D Position Relief

1. Position Relief Procedures.

- a. Critically dependent positions must not be simultaneously relieved.

This means you must wait a minimum of two minutes after the first position has been relieved before beginning the relief process for the other position.

Critically dependent positions are defined as the ORD vector positions (i.e.: W Final, Z Final, and F Final).

- b. These procedures shall apply at all positions utilizing radio capabilities, acting in hand off duties for radio positions or working in the split mode for a radio position.

- (1). The relieving specialist shall:

- (a) Observe the position for a period of time including equipment, the operational situation (traffic, work environment), listening to voice communications, then,
- (b) Advise the specialist working the position that he or she is being relieved and ask the specialist to display the checklist on the IDS4.
- (c) Follow checklist and review Status Information Area.
- (d) Indicate to the specialist being relieved that the position has been previewed and that the verbal briefing may begin.
- (e) Ask questions as necessary to ensure a complete understanding of the operational situation.
- (f) At all Supervisory/CIC positions the relieving FLM/CIC must observe the position for a 2 minute pre-brief period.
- (g) Pre-Brief – When a CPC is assigned a position, the CPC will be required to check in with the FLM/CIC assigned to that line before assuming the position for any pre-position performance issues.

- (2). The specialist being relieved shall:

- (a) Engage the RB button of the RDVS prior to beginning the verbal briefing. The RB button shall not be disengaged until the briefing is completed.
- (b) Follow the checklist and review the Status Information Area.
- (c) Brief the relieving specialist on the abnormal status of items not listed on the Status Information Area as well as on any items of special interest calling for verbal explanation or additional discussion.

- (d) Brief on traffic if applicable.
 - (e) Release the position to the relieving specialist.
 - (f) Observe the position while still plugged in for a 2 minute period to ensure the position has been successfully transferred.
 - (g) At all Supervisory/CIC positions the FLM/CIC being relieved must observe the position while still plugged in for a 2 minute period to ensure the position has been successfully transferred.
- (3). The relieving specialist shall make a statement or otherwise indicate to the specialist being relieved that position responsibility has been assumed.
- (4). When both parties agree that the relieving specialist has assumed responsibility for the position, the relieving specialist must at the conclusion of the overlap interval, indicate the completion of the time period by engaging the RB button and recording "xx (operating initials) out".
- (5). The relieving controller while assuming the position for monitor purposes during the preview, and the relieved controller while remaining at the position for the review, does not have control responsibility for the position.
- (6). The relieving specialist and the specialist being relieved shall share equal responsibility for the completeness and accuracy of the position relief briefing. The "sharing" of this responsibility means that the specialist being relieved is obligated to provide a complete, accurate briefing and the relieving specialist is obligated to ensure that a briefing takes place and is to his or her total satisfaction.
- (7). If the control position is being opened for the first time that day;
- (a) The controller shall ensure the radar is selected as FUSED mode.
 - (b) The controller shall log-in on the IDS4.
- (8). If the controller is closing a position, the RDVS shall be forwarded to the receiving control position and the controller shall log-off the IDS4.
- (9). If a controller is opening a combined position, they may receive a briefing by:
- (a) IA,O,*** (Chimes position that opening position was call forwarded to)
 - (b) Receive briefing
 - (c) IA 3

2. Position Relief Checklists

OM Watch Checklist

At the beginning of each shift or assuming responsibility for position:

1. Review Log 7230-4
2. Review IDS4
 - a. NOTAMs
 - b. Equipment outages
 - c. Visual Sep Box (YES/NO)
 - d. Dept Restrictions (*Main Menu, Traffic Mgmt, Daily Ops Plan*)
 - e. Airport Conditions (if applicable) (*Main Menu, Traffic Mgmt, Rwy Condition*)
3. Equipment Checklist
 - a. ILS's (CAT II/III capability)
 - b. Beacon/STARS
 - c. Radars
 - d. MSAW checks: ensure visual inspection and aural test at each TCW every shift is accomplished.
 - e. Radar displays observed to determine suitability for separation purposes.
 - f. (Each day-shift) Ensure the reading of the O'Hare LLWAS center field indicators with the wind on the IDS4 is compared.
 - g. (Sunday day-shift):
 - (1) Ensure emergency communications voice system is usable at all positions.
 - (2) Ensure two-way ground to air checks on emergency frequencies are conducted.
 - h. (As needed) Ensure accuracy of the RVR values indicated on the IDS with the values on the direct RVR equipment are verified. There should be no difference.
 - i. (As needed) RDVS positions that have potential faults.
4. Position of Operation and Personnel
 - a. Shift Staffing
 - b. Breaks/Lunch
 - c. Leave/XTE Requests/Approved
 - d. Overtime needs (EOS or next shift)
 - e. Combined Positions
 - f. Newly Certified personnel (less 20-hrs)
 - g. TMU personnel on shift
5. Training
 - a. Lab evaluations
 - b. Training priority
 - c. Developmental's training status

- d. CPC's on restricted work (due to OE's/OD's etc.)
 6. Traffic Management (TMU Brief)
 - a. ORD configuration
 - 1) AAR
 - 2) Arrival TM initiatives (cornerpost MIT, Arrival Program etc.)
 - 3) Approaches in Use
 - 4) Departure TM initiatives
 - b. MDW configuration
 - 1) AAR
 - 2) Arrival TM initiatives
 - 3) Surface conditions and/or closures
 - 4) Departure TM initiatives
 - c. ZAU
 - 1) ZAU EON/NEWT combined
 - 2) Arrival or Departure sector issues
 7. Satellite Airports: Special Activities
 8. Weather Conditions
 - a. WX Sequence
 - b. Forecast
 - c. WX Trends
 - d. Altimeter Trends (if relevant)
 - e. Pireps/SIGMETs etc.
 - f. CAT II/III capabilities
 9. Special Activities
 - a. Flight Check
 - b. Photo Missions
 - c. Parachute Drops
 - d. Gliders
 - e. VIP
 10. Satellite Towers – Open and close as appropriate.
- Position Briefing Checklist FLM-IC and MidShift FLM/CIC**
1. All items on OM Watch Checklist
 2. During midshifts:
 - a. Ensure emergency receiver selected at each overhead position.
 - b. (1st Sunday mid-shift every month) Complete IDS4 altimeter comparison.
 - c. STARS Activity – Activate appropriate ORD and MDW ATPA regions after a software/adaptation switch completed.
 - d. CRDA Status.
 - e. Daily log to TSOC for review.
 - f. Ensure GYY FCT opens.

Position Briefing Checklist**FLM / CIC Arrival.**

1. Arrival Line Positions of Operation and Personnel
 - a. FLM/CIC positions combined with Arrival FLM
 - b. Plan for combined/de-combined positions
2. Training - Trainee/Instructor
3. Traffic Management
 - a. Arrival Configurations at ORD/MDW
 - b. Surface Conditions
 - c. Approaches in Use
 - d. Availability of Visual Approaches
 - e. Closures
 - f. Restrictions
 - g. Airport Arrival/departure rates
 - h. Special Operations
 - i. TMU Initiatives in place
 - j. ZAU plan for holding/slowing/spacing
4. Weather Conditions
 - a. Weather Sequence
 - b. Weather Trends
 - c. Forecast
5. Satellite Airports
 - a. Arrival Configurations
 - b. Restrictions
 - c. Closures
 - d. Special Operations
6. Equipment
 - a. Frequencies
 - b. ILS's (CAT II/III capability)
 - c. NOTAMS/Outages
 - d. Beacon/STARS/Range Marks
 - e. Radar
7. Special Activities
 - a. Flight Check
 - b. Photo Missions
 - c. Parachute Drops
 - d. Gliders
8. ATPA - Update ORD configurations as needed
9. CRDA Status

Positions Briefing Checklist**Main Arrival controller MAC/AMAC**

1. Status Information Area (SIA)
2. Runway configuration
 - a. Approaches in Use
 - b. Runway Closures
 - c. Runway Conditions
 - d. Special Spacing
3. Weather conditions
 - a. Weather Sequence
 - b. PIREP's SIGMET's
 - c. Turbulence/Windshear
 - d. Icing
 - e. RVR
4. Equipment Status
 - a. RADAR/Beacon/STARS/Range Marks
 - b. Frequencies/Nav aids/ILS
 - c. NOTAMS/Outages
5. Special Activities
 - a. Emergency/Priority Handling
 - b. TFR's
 - c. Law Enforcement
 - d. Photo Missions/Sky Diving
 - e. Flight Checks
 - f. Special Aviation Events
6. Combined Positions/Frequencies
 - a. C90
 - b. ZAU
7. Outer Fix
 - a. Headings/Altitudes/Speeds
 - b. Point-out's
 - c. Spacing
 - d. Coordination Agreements
8. Traffic
 - a. Coordination Agreements
 - b. Point-out's/Turn-ins
 - c. Intrail
 - d. Restrictions/Speeds/Holding
 - e. Communication status of traffic
9. ATPA Status
10. CRDA Status
11. MDW Configuration

Position Briefing Checklist for Feeder /Final.

1. Status Information Area (SIA)
2. Runway Configuration
 - a. Runway Closures
 - b. Runway conditions
 - c. Availability of Visual Approaches
3. Weather Conditions
 - a. Weather Sequence
 - b. PIREP's/SIGMET's
 - c. Turbulence/Windshear
 - d. Icing
 - e. RVR
4. Equipment Status
 - a. RADAR/Beacon/STARS/Range Marks
 - b. Frequencies/NAVAIDS/ILS
 - c. NOTAMS/Outages
5. Special Activities
 - a. Emergency/Priority Handling
 - b. TFR's
 - c. Law Enforcement
 - d. Photo Missions/Sky Diving
 - e. Flight Checks
 - f. Special Aviation Events
6. Combined Positions/Frequencies
 - a. C90
 - b. ZAU
7. Current Traffic
 - a. Headings/Altitudes/Speeds
 - b. Point-out's
 - c. Spacing Requirements
 - d. Coordination Agreements
 - e. Communication status of traffic
8. ATPA Status
9. CRDA Status

Position Briefing Checklist for Parallel Monitor.

1. Status Information Area (SIA)
2. Runway Configuration and Conditions
3. Advertised Approaches
4. Equipment Status
 - a. RADAR/STARS
 - b. Frequencies/Nav aids/ILS, etc.
 - c. Tower Display Monitor (TDM)
 - d. Notams/Outages
5. Weather Conditions
 - a. Weather Sequence
 - b. Weather Trends
 - c. RVR Trends
6. Traffic
 - a. Speeds/Spacing
 - b. Communication Status of Traffic

Position Briefing Checklist for Flight Data

1. Status Information Area (SIA)
2. Configurations
 - a. ORD Runway Configuration
 - b. MDW Runway Configuration
3. Equipment Status
 - a. EFSTTS/FDIO
 - b. RDVS/Frequencies
 - c. NOTAMS
4. Clearances on Request
5. Releases Off Satellite Airports
 - a. Current
 - b. Pending
6. Pending FDIO Amendments
7. Combined C90 Positions

Position Briefing Checklist
FLM / CIC Departure / NSAT.

1. Review Log 7230-4
2. Review IDS4
- Position Checklist**
 1. South Satellite Line Positions of Operation and Personnel
 - a. FLM/CIC positions combined with DEP/NSAT FLM
 - b. Plan for combined/de-combined positions
 2. Training - Trainee/Instructor
 3. Traffic Management
 - a. Arrival Configurations
 - b. Surface Conditions
 - c. Availability of Visual Approaches
 - d. Closures
 - e. Restrictions
 - f. Airport Arrival/Departure Rates
 - g. Special Operations
 - h. TMU Initiatives in place
 - i. ZAU plan for holding/slowing/spacing
 4. Weather Conditions
 - a. Weather Sequence
 - b. Weather Trends
 - c. Forecast
 5. Satellite Airports
 - a. Arrival Configurations
 - b. Restrictions
 - c. Closures
 - d. Special Operations
 6. Equipment
 - a. Frequencies/ILS
 - b. NOTAMS/Outages
 - c. Beacon/STARS/Range Marks
 - d. Radar
 7. Special Activities
 - a. Flight Check
 - b. Photo Missions
 - c. Parachute Drops
 - d. Gliders

Position Briefing Checklist for
Departure Control.

1. Status Information Area (SIA)
2. Runway Configuration
 - a. ORD Configuration
 - b. MDW Configuration
3. Weather Conditions
 - a. Weather Sequence
 - b. PIREP's/SIGMET's
 - c. Turbulence/Windshear
 - d. Icing
4. Equipment Status
 - a. RADAR/Beacon/STARS/Range Marks
 - b. Frequencies/Nav aids/ ILS
 - c. NOTAMS/Outages
5. Special Activities
 - a. Emergency/Priority Handling
 - b. TFR's
 - c. Law Enforcement
 - d. Photo Missions/Sky Diving
 - e. Flight Checks
 - f. Special Aviation Events
6. Combined Positions/Frequencies
 - a. C90
 - b. ZAU
7. Traffic Flow
 - a. Altitude Restrictions
 - b. Intrail Restrictions
 - c. Coordination Agreements
 - d. Deviations
8. Current Traffic
 - a. Headings/Altitudes/Speeds
 - b. Point-out's
 - c. Communication status of traffic

Position Briefing Checklist for North Satellite.

1. Status Information Area (SIA)
2. Runway Configuration
 - a. ORD Configuration
 - b. MDW Configuration & Sec. 4
 - c. Airport Configuration (PWK, UGN)
 - d. Runway Closures/Conditions
3. Weather Conditions
 - a. Weather Sequence(s)
 - b. PIREP's/SIGMET's
 - c. Turbulence/Wind shear
 - d. Icing
 - e. RVR/Breaking Action
4. Equipment Status
 - a. RADAR/Beacon/STARS/Range Marks
 - b. Frequencies/Nav aids/ILS
 - c. NOTAMS/Outages
5. Special Activities
 - a. Emergency/Priority Handling
 - b. TFR's
 - c. Law Enforcement
 - d. Photo Missions/Sky Diving
 - e. Flight Checks
 - f. Special Aviation Events
6. Combined Positions/Frequencies
 - a. C90
 - b. ZAU
7. Traffic Flow
 - a. Altitude Restrictions
 - b. Coordination Lights
 - c. Arrival In-trail/Speeds/Holding
 - d. Departure In-trail
 - e. Coordination Agreements
 - f. Deviations
8. Current Traffic
 - a. Heading/Altitude/Speeds
 - b. Point-out(s)
 - c. Pending Cancellation(s)/Release(s)
 - d. Airspace Exclusions (UGN/ENW)
 - e. Communication status of traffic

Position Briefing Checklist FLM / CIC South Satellite.

1. Review Log 7230-4
 2. Review IDS4
- Position checklist**
1. South Satellite Line Positions of Operation and Personnel
 - a. FLM/CIC positions combined with SSAT FLM
 - b. Plan for combined/de-combined positions
 2. Training - Trainee/Instructor
 3. Traffic Management
 - a. Arrival Configurations
 - b. Surface Conditions
 - c. Availability of Visual Approaches
 - d. Closures
 - e. Restrictions
 - f. Airport Arrival/Departure Rates
 - g. Special Operations
 - h. TMU Initiatives in place
 - i. ZAU plan for holding/slowing/spacing
 4. Weather Conditions
 - a. Weather Sequence
 - b. Weather Trends
 - c. Forecast
 5. Satellite Airports
 - a. Arrival Configurations
 - b. Restrictions
 - c. Closures
 - d. Special Operations
 6. Equipment
 - a. Frequencies/ILS
 - b. NOTAMS/Outages
 - c. Beacon/STARS/Range Marks
 - d. Radar
 7. Special Activities
 - a. Flight Check
 - b. Photo Missions
 - c. Parachute Drops
 - d. Gliders
 8. ATPA – Update MDW configurations as needed

**Position Briefing Checklist for
South Satellite Sectors 1 and 4.**

1. Status Information Area (SIA)
2. Runway Configuration
 - a. ORD Configuration
 - b. MDW Configuration and Availability of Visual Approaches
 - c. Airport Configuration (GYG)
 - d. Runway Closures/Conditions
3. Weather Conditions
 - a. Weather Sequence(s)
 - b. PIREP's/SIGMET's
 - c. Turbulence/Wind shear
 - d. Icing
 - e. RVR/Breaking Action
4. Equipment Status
 - a. RADAR/Beacon/STARS/Range Marks
 - b. Frequencies/Nav aids/ILS
 - c. NOTAMS/Outages
5. Special Activities
 - a. Emergency/Priority Handling
 - b. TFR's
 - c. Law Enforcement
 - d. Photo Missions/Sky Diving
 - e. Flight Checks
 - f. Special Aviation Events
6. Combined Positions/Frequencies
 - a. C90
 - b. ZAU
7. Traffic Flow
 - a. Altitude Restrictions
 - b. Coordination Lights
 - c. Arrival In-trail/Speeds/Holding
 - d. Departure In-trail
 - e. Silent/Call for Release
 - f. Coordination Agreements
 - g. Deviations
8. Current Traffic
 - a. Heading/Altitude/Speeds
 - b. Point-out(s)
 - c. Pending Cancellation(s)/ Release(s)
 - d. Communication status of traffic
9. ATPA Status

**Position Briefing Checklist for
South Satellite Sector 2.**

1. Status Information Area (SIA)
2. Runway Configuration
 - a. ORD Configuration
 - b. MDW Configuration and Availability of Visual Approaches
 - c. Airport Configuration (DPA, ARR, GYG)
 - d. Runway Closures/Conditions
3. Weather Conditions
 - a. Weather Sequence(s)
 - b. PIREP's/SIGMET's
 - c. Turbulence/Wind shear
 - d. Icing
 - e. RVR/Breaking Action
4. Equipment Status
 - a. RADAR/Beacon/STARS/Range Marks
 - b. Frequencies/Nav aids/ILS
 - c. NOTAMS/Outages
5. Special Activities
 - a. Emergency/Priority Handling
 - b. TFR's
 - c. Law Enforcement
 - d. Photo Missions/Sky Diving
 - e. Flight Checks
 - f. Special Aviation Events
6. Combined Positions/Frequencies
 - a. C90
 - b. ZAU
7. Traffic Flow
 - a. Altitude Restrictions
 - b. Coordination Lights
 - c. Arrival In-trail/Speeds/Holding
 - d. Departure In-trail
 - e. Silent/Call for Release
 - f. Coordination Agreements
 - g. Deviations
8. Current Traffic
 - a. Heading/Altitude/Speeds
 - b. Point-out(s)
 - c. Pending Cancellation(s)/ Release(s)
 - d. Airspace Exclusions (C09)
 - e. Communication status of traffic
9. ATPA Status

**Position Briefing Checklist for
South Satellite Sector 3.**

1. Status Information Area (SIA)
2. Runway Configuration
 - a. ORD Configuration
 - b. MDW Configuration and Availability of Visual Approaches
 - c. Airport Configuration (DPA, ARR)
 - d. Runway Closures/Conditions
3. Weather Conditions
 - a. Weather Sequence(s)
 - b. PIREP's/SIGMET's
 - c. Turbulence/Wind shear
 - d. Icing
 - e. RVR/Breaking Action
4. Equipment Status
 - a. RADAR/Beacon/STARS/Range Marks
 - b. Frequencies/Nav aids/ILS
 - c. NOTAMS/Outages
- 5.. Special Activities
 - a. Emergency/Priority Handling
 - b. TFR's
 - c. Law Enforcement
 - d. Photo Missions/Sky Diving
 - e. Flight Checks
 - f. Special Aviation Events
6. Combined Positions/Frequencies
 - a. C90
 - b. ZAU
7. Traffic Flow
 - a. Altitude Restrictions
 - b. Coordination Lights
 - c. Arrival In-trail/Speeds/Holding
 - d. Departure In-trail
 - e. Silent/Call for Release
 - f. Coordination Agreements
 - g. Deviations
8. Current Traffic
 - a. Heading/Altitude/Speeds
 - b. Point-out(s)
 - c. Pending Cancellation(s)/ Release(s)
 - d. Airspace Exclusions (DKB)
 - e. Communication status of traffic

**Position Briefing Checklist for
Midshift Satellite.**

1. Status Information Area (SIA)
2. Runway Configuration
 - a. ORD Configuration
 - b. MDW Configuration
 - c. Airport Configuration
 - d. Runway Closures/Conditions
 - e. (c. & d. Position Specific)
3. Weather Conditions
 - a. Weather Sequence(s)
 - b. PIREP's/SIGMET's
 - c. Turbulence/Wind shear
 - d. Icing
 - e. RVR/Breaking Action
4. Equipment Status
 - a. RADAR/Beacon/STARS/Range Marks
 - b. Frequencies/Nav aids/ILS
 - c. NOTAMS/Outages
5. Special Activities
 - a. Emergency/Priority Handling
 - b. TFR's
 - c. Law Enforcement
 - d. Photo Missions/Sky Diving
 - e. Flight Checks
 - f. Special Aviation Events
6. Combined Positions/Frequencies
 - a. C90
 - b. ZAU
7. Traffic Flow
 - a. Altitude Restrictions
 - b. Coordination Lights
 - c. Arrival In-trail/Speeds/Holding
 - d. Departure In-trail
 - e. Silent/Call for Release
 - f. Coordination Agreements
 - g. Deviations
8. Current Traffic
 - a. Heading/Altitude/Speeds
 - b. Point-out(s)
 - c. Pending Cancellation(s)/ Release(s)
 - d. Airspace Exclusions (Sec-2 C09, Sec-3 DKB, N-Sat UGN/ENW)
 - e. Communication status of traffic
9. ATPA Status
10. CRDA Status

**Position Briefing Checklist for
Traffic Management.**

1. Status Information Area
 - a. Systems Atlanta
 - 1) Traffic count
 - 2) DOP
 - 3) Conventions
 - 4) Weather
 - b. Operational Read Binder (CEDAR)
2. Equipment Status
 - a. Radar
 - b. Beacon/STARS
 - c. Frequencies
 - d. Nav aids/ILS etc.
 - e. NOTAMS/Outages
 - f. EFSTS
 - g. ARMT
 - h. ETMS
 - i. CIWS
 - j. TMA
3. Weather Conditions
 - a. WX Sequence
 - b. WX Trends
 - c. RVR/Trends
 - d. CIWS
4. Runway Configuration
 - a. Approaches in Use
 - b. RWY Conditions
 - c. Special Spacing
 - d. Speeds
5. Restrictions
 - a. ESP
 - b. Miles in Trail
 - c. EDCT
 - d. Ground Stops
 - e. SPO Telcon Plan
 - f. Other
6. Administrative
 - a. Traffic Count
 - b. OPSNET
7. Review Traffic Management Log entries

**Position Briefing Checklist FLM / CIC
Assigned to Break Rotation.**

1. Review Log 7230-4
 2. Review IDS4
 3. Review Work sheet
 4. Confer with OM as necessary
 5. Complete the Shift Equipment Checklist
- Position checklist**
1. Positions of Operation and Personnel
 - a. FLM/CIC positions combined with
Break Rotation FLM
 - b. Plan for combined/de-combined pos
 - c. Leave requests
 - d. Staffing
 - e. Overtime needs
 - f. CIC usage/needs
 2. Training - Trainees/Instructors
 3. Logs - 7230-4
 4. Traffic Management
 - a. Arrival Configurations
 - b. Surface Conditions
 - c. Availability of Visual Approaches
 - d. Closures
 - e. Restrictions
 - f. Airport Arrival/Departure Rates
 - g. Special Operations
 - h. TMU Initiatives in place
 5. Weather Conditions
 - a. Weather Sequence
 - b. Weather Trends
 - c. Forecast
 6. Satellite Airports
 - a. Arrival Configurations
 - b. Restrictions
 - c. Closures
 - d. Special Operations
 7. Equipment
 - a. Frequencies/ILS
 - b. NOTAMS/Outages
 - c. Beacon/ STARS /Range Marks
 - d. Radar
 8. Special Activities
 - a. Flight Check
 - b. Photo Missions
 - c. Parachute Drops
 - d. Gliders